



# TOWN OF COLUMBIA

323 Jonathan Trumbull Highway, Columbia, CT 06237  
(860) 228-0110 FAX: (860) 228-1952

## CONTRACT/AGREEMENT – USE OF YEOMANS HALL – for Town of Columbia Agencies/Civic Groups

Yeomans Hall, being part of a municipal building, is available for use by Town of Columbia agencies and civic groups for meetings. The number of people in the facility will not exceed 140 per order of the Columbia Fire.

**Group Name** \_\_\_\_\_

**Contact Name** \_\_\_\_\_

**Street/Mailing Address** \_\_\_\_\_

**Phone #(s)** \_\_\_\_\_

**E-mail Address** \_\_\_\_\_

**Date Requested** \_\_\_\_\_ **Time- from:** \_\_\_\_\_ **to:** \_\_\_\_\_

**Event** (please be specific) \_\_\_\_\_

**Approximate # of Attendees** \_\_\_\_\_ Capacity of Yeomans Hall is 140 for events per order of Fire Marshal (strictly enforced)

The facility must be left clean – floors free of debris, tables and chairs put back in their original places. Any questions or problems should immediately be directed to the Town Administrator's Office at 860-228-0110.

**Applicant Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

For Office Use Only	
Approved by First Selectman/Town Administrator:	Date: