



Town of Gardnerville  
Building Use Application

Group/Organization: \_\_\_\_\_

Group Representative: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Group/Organization Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Date of Event: \_\_\_\_\_ Hours from: \_\_\_\_\_ to: \_\_\_\_\_ # of People: \_\_\_\_\_  
(include set up and clean up in hours of use)

**Gardnerville Station**, 1395 US Highway 395 N, Gardnerville NV 89410: \_\_\_\_\_

Building will be used for: \_\_\_\_\_

I have read and agree to the terms and conditions listed in the building use policy. Failure to abide by this agreement will result in the loss of building use privileges. I understand that the Town of Gardnerville assumes no responsibility or liability for accidents, injuries, loss, or damages arising from activities conducted in or around the building being used.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Attach, fax or bring to the office insurance certificate naming Town of Gardnerville as additional insured.

Office Use Only:

Deposit Paid: \_\_\_\_\_ Date and Check #: \_\_\_\_\_

Usage Fee: \_\_\_\_\_ Date and Check #: \_\_\_\_\_

Deposit Refund Amount: \_\_\_\_\_ Date: \_\_\_\_\_

Insurance Provider: \_\_\_\_\_

Email: [togville@douglasnv.us](mailto:togville@douglasnv.us)

Fax: 775-782-7134

mail: 1407 Highway 395 N  
Gardnerville, NV 89410