

Richfield Historical Society
Richfield Historical Park Regulations & Reservation Form

1. There must be no less than one-month advance notice for rental of the Historical Park and/or Photo Sessions inside the Park Buildings. All rentals and photo sessions shall be approved by the Richfield Historical Society.
2. Base rental fee is \$125, which is a designated area in the Historical Park, no buildings.
3. Base rental fee for complete usage of Historical Park, no buildings, is \$250.
4. Photo sessions inside the RHS Park buildings have a fee of \$50 per hour per building.
5. Deposit equal to rental fee is required. Deposit will be returned within two weeks if park is left in good condition. Clean up of park must be done within 24 hours.
6. LIMITED parking is available.
7. No access to buildings is available with the exception of the horse shed near the driveway. This small building may or may not be available because it is used for seasonal storage. Tours of the historic park buildings can be provided at an additional fee by contacting person listed in #18.
8. Optional: \$50 fee for use of electricity on pedestals located south of the mill, on the house, and inside the horse shed.
9. Optional: \$50 fee for usage and set up of up to 20 Leopold benches.
10. One port-a-potty is located in the park May through late fall. You are responsible for obtaining and paying for additional port-a potties and/or sinks if more is desired.
11. There is no covered pavilion in the park.
12. Park is available 7 am to dusk for events. There are no lights. According to Richfield Village Park regulations, the park must be vacated by dusk.
13. Water is not available. Water from the pump located near the house is not safe for human consumption.
14. Dumpster is available for your use and all refuse must be bagged and placed in it.
15. No alcohol is allowed on the property without first obtaining a permit from the Village of Richfield
16. No camping or campfires are permitted. Due to the historical significance of the buildings, smoking is not permitted on any of the park grounds. Fireworks of any kind are not permitted on park grounds.
17. Park reservations should be made by mailing the reservation form along with rental fee **and** deposit fee to the Richfield Historical Society, PO Box 268. Richfield WI 53076.
18. For questions, contact the RHS President (Click *Contact Us* button on the RHS website: richfieldhistoricalsociety.org)

Richfield Historical Society
Richfield Historical Park Reservation Form

Organization/Group _____

Contact Name _____

Address _____

Telephone Number _____

E-mail Address _____

Date of Event/Photo Session _____

Approximate Time of Event/Photo Session: From _____ to _____

Number of people attending _____

Base rental fee is \$125, which is a designated area in the Historical Park, no buildings.

Base rental fee for complete usage of Historical Park, no buildings, is \$250.

Optional: \$50 fee for use of electricity on pedestals located south of mill, on the house, and inside the horse shed.

Optional: Optional: \$50 fee for usage and set up of up to 20 Leopold benches.

Deposit equal to rental fee required at time of reservation plus the rental fee and reservation form. Deposit will be returned within two weeks if park is left in good condition. Clean up of park must be done within 24 hours

If this is for a Photo Session, please check the buildings in which you take photos (\$50 per hour per building):

- | | | |
|--|--|---|
| <input type="checkbox"/> Messer/Mayer Mill | <input type="checkbox"/> Mill House | <input type="checkbox"/> Lillicrapp Welcome enter |
| <input type="checkbox"/> Motz Log Cabin | <input type="checkbox"/> Messer Log Barn | <input type="checkbox"/> Sugar Shack |
| <input type="checkbox"/> Blacksmith Shop | | |

Will alcohol be served _____ (Yes or No)

If yes, a copy of the Alcohol Permit obtained from the Village of Richfield must be presented to the Richfield Historical Society prior to the event.

Are you requesting tour of the buildings? _____

Additional charge will be levied.

Signature _____

Office Use

Date Approved _____

Date and Amount Paid _____

Date and Amount of Refund _____