

## 2006 FEES:

### A. No Fee

City of Annandale or co-sponsored programs and events

### B. Annandale Rental

Annandale Area (ISD #876) non-profit organizations, schools and churches - \$95.00 per rental

### C. Surrounding Area

All other organizations and groups located no farther than listed cities - \$195.00 per rental  
Buffalo, Clear Lake, Clearwater, Dassel, Fair Haven, Howard Lake, Kimball, Cokato, Maple Lake, Monticello, Montrose, South Haven, and Waverly

### D. Non-surrounding Area

All organization and groups located farther than above listed cities - \$900.00 per rental

### E. Delivery/Set-up/Pick-up

\$50.00 per hour

### F. Mileage

If taken outside of Annandale City limits - \$2.00 per mile

### G. Optional Stage Extension Fee

There are twelve optional extensions that enlarge the stage. They are transported on a separate trailer at \$2.00 per mile for trailer transportation and an additional Maintenance Personnel's time of \$50/hr.

A **25% non-refundable** down payment of rental fee is due at the time of the application.

## General Liability Insurance:

Each renter shall provide the City of Annandale with a certificate of insurance showing evidence of general liability insurance. It must have limits at least equal to the Minnesota Municipal Tort Liability Statute and naming the City of Annandale, its agents, officials, employees and volunteers as additional insurers.

Coverage:

\$300,000 per person

\$1,000,000 per occurrence

Each renter shall provide insurance covering the replacement costs of the Portable Performance Stage. The renter will provide the City of Annandale with a certificate of insurance, naming the City of Annandale as loss payee with respect to its interests.

## REFUND POLICY:

If a reservation is cancelled 30 or more calendar days before the event, the total fee (minus the 25% down payment) will be refunded.

## For More Information:

Contact: Annandale City Hall

Phone Number: 320-274-3055

Email: [city@annandale.mn.us](mailto:city@annandale.mn.us)

Web Site: [www.annandale.mn.us/portablestage](http://www.annandale.mn.us/portablestage)

This site has links at the bottom to the Application and Rental policies



Make your summer events even better,  
**Rent Annandale's portable stage!**



## City of Annandale

30 Cedar Street East

PO Box K

Annandale, MN 55302

Phone: 320-274-3055

Fax: 320-274-5728

Email: [city@annandale.mn.us](mailto:city@annandale.mn.us)

Website:

[www.annandale.mn.us/portablestage](http://www.annandale.mn.us/portablestage)



Please keep our *Annandale Portable Stage* in mind while you're planning your outdoor community events? This stage has been the "frosting on top of our summer cake" – and we would like it to be the same for you.

Please spread the word about the stage's rental availability. Share the news with your neighbors, businesses, service organizations, church members and camps. Whenever we rent the stage out, we are pleased to know we're contributing to the quality of people's life in Minnesota.

So that it's easy as possible for you, our team will help you set up your stage. Also, we charge a very reasonable rental fee.

Again, please keep our stage in mind for your outdoor community events. We want to make sure we share this great asset with you, our neighbors.

Sincerely,

ACT (Annandale Area Community Team)

### What is special about this stage?

This portable stage is on wheels so you can take it just about anywhere, for any event, large or small. The charm of this stage is that it is so versatile and fast to set up. An Annandale City Hall Employee will work with you to transport and set it up.

### Events

These are the kinds of events the Portable Stage can be used for:

- Community band and orchestra concerts
- Children's theatre
- Sports events headquarters
- Park Programs
- Girl and Boy Scout ceremonies
- Street dances
- Festivals and fairs
- Choral concerts
- Awards Ceremonies
- Political speeches and functions
- Contest platform
- Plays
- Dances
- Outdoor graduation ceremonies
- Groundbreaking ceremonies
- Shakespeare in the park

### Portable Stage Dimensions:

Main Stage – 14.5 ft. wide x 24 ft. long.  
Extensions – 4 ft. x 8 ft. There are a total of 12 extensions. With all extensions attached, stage area is 732 square feet. Please note there is an additional charge for use & transporting of the optional extensions.

### Rental instructions:

Contact the call Annandale City Hall at 320-274-3055 or please go to the links in our web site  
[www.annandale.mn.us/portablestage](http://www.annandale.mn.us/portablestage).

Click on "Rental Policy" and "Rental Application". You can print the Application Form and Rental Policy from this site.

