

**Security requirements for renting Krueger
Memorial Hall or the Michigan City Senior Center**

Rental Facility: _____ **Rental Date:** _____

Name on Reservation: _____

SECURITY: A uniformed Michigan City Police Officer must be on the premises **THE ENTIRE TIME** during wedding receptions or any event in which 100 or more persons will be in attendance or any event where alcohol will be served.

The Law Enforcement Officer must remain on duty until everyone in the rental party has exited the building and the doors are locked. Arrangements, payment, and scheduling are the responsibility of the Lessee.

Contact Michigan City Police Department at 219-874-3221.

I have completely read and understand the above security requirements:

Signature of Officer working event

Badge Number

Printed name of Officer

Office staff verified employment with MCPD

Date

This form must be completed and returned to the Park Office no later than ten calendar days prior to the rental.

After completing this form, please return to the Park Office located in City Hall, 100 E. Michigan Blvd. / Suite 2, Michigan City, IN 46360.