



**BLUE EARTH COUNTY HISTORICAL SOCIETY  
HUBBARD HOUSE PARK RENTAL AGREEMENT**

The Historic Hubbard House grounds include a park space north of the Carriage House. The Hubbard House is located at 606 South Broad Street, Mankato. The property is owned by the City of Mankato and managed by the Blue Earth County Historical Society. The park space is available for rental through the Historical Society. Rental is for the use of the grounds only; the Hubbard House and Carriage House are not available for rental and no public restrooms are available on the grounds.

**PLEASE PRINT**

Applicant's Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_

Phone Number \_\_\_\_\_ Email \_\_\_\_\_

Proposed activity or use of the park: \_\_\_\_\_

Rental Date \_\_\_\_\_ Estimated Number of people \_\_\_\_\_

Rental Time: Setup Time \_\_\_\_\_ Start Time \_\_\_\_\_ End Time \_\_\_\_\_ Tear Down Time \_\_\_\_\_

Park Rental Agreement expires at park closing: 10:30 p.m.

**RENTAL FEES**

|                                      |                             |          |
|--------------------------------------|-----------------------------|----------|
|                                      | Individuals and/or Business | \$150.00 |
|                                      | Non-Profit Organization     | \$50.00  |
| TOTAL (Checks made payable to BECHS) |                             | \$ _____ |

**PAYMENT:** Hubbard House Park Rental Fee must be paid at the time of the application and is non-refundable. If approval is denied for any reason, payment will be returned to you.

**ADDITIONAL PERMITS** may be required

Contact the City of Mankato at 311 or 507-387-8600 to acquire the necessary permits. Security deposits may also be required.

- Keg Beer Permit
- Amplified Sound Permit
- A copy of the permit is included with this form
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(over)

**POLICY FOR FACILITY USE**

Use of Grounds: The grounds may be decorated for the event; however, no permanent change is allowed. Tents, awnings, etc. MUST have written approval from the City of Mankato and Historical Society. It is the applicant’s responsibility to return the grounds to their original condition after the event; removing all garbage, decorations, signs, banners, flags, rental equipment and any other items directly related to the event. Photographs are allowed on the grounds, but not on the porches or in any of the buildings. No glass bottles allowed on the property.

- I have written approval from the City of Mankato to install a tent or awning for my rental. A copy of the approval will be included with this form.
- Office Use: Historical Society approves the installation of a tent or awning*

General:

- The Historical Society does not have equipment available for rental such as chairs, tables, picnic tables, portable audio equipment, etc. It is the applicant’s responsibility to make any accommodations for the day of the event.
- A copy of this form will be returned to you upon approval of your request. Please bring this form with you the day of the event as proof of your rental.
- In case of medical or other emergencies on the day of the event, please call 911, not the Historical Society.

**AGREEMENT**

*I hereby agree to reimburse the City of Mankato for the cost of any damage occurring during the use of the Hubbard House Park (property of the City of Mankato). I acknowledge it is the responsibility of the renting party to properly dispose of all garbage, signs, decorations and any other items directly related to the rental event. I further understand that the City and the Blue Earth County Historical Society are not liable for any accident or personal injury which may occur during the reserved use of the park. I have read the rental agreement and understand its contents.*

Applicant’s Signature \_\_\_\_\_ Date \_\_\_\_\_

Approved By \_\_\_\_\_ Date \_\_\_\_\_

**Please return this form and payment to:**

Blue Earth County Historical Society  
424 Warren Street  
Mankato, MN 56001

**For questions please contact us at:**

507-345-5566  
[Info@BlueEarthCountyHistory.com](mailto:Info@BlueEarthCountyHistory.com)