

Social Hall Guidelines

1. **NO SMOKING** or Alcoholic Beverage will be permitted.
2. No tables or chairs are to be removed from the building, without prior arrangements with the Property Committee.
3. Use of Kitchen and/or Social Room also includes use of downstairs bathrooms. Does not include Chapel, sanctuary, office, flex room, upstairs bathroom, choir rooms, or classrooms.
4. Maximum Kitchen and/or Social Room use will not be permitted by non-members or non-church affiliated/sponsored organizations to prepare and/or distribute meals for a profit.

Social Room use and fees (does not include paper products or the use of the dishwasher as it must be cleaned and flushed after each use) include the minimum use of Kitchen:

Members

Donation

Non-Members

\$100.00

5. Kitchen stove, sinks and counters should be cleaned.
6. Tables and Chairs should be wiped clean and replaced on required storage carts. (**NO** chairs to be stacked against the walls.)
7. Floors should be cleared of **ALL** litter, mopped and any spills cleaned immediately. (Mops & Brooms are in closet next to front Parlor.)
8. Dispose of **ALL Garbage**. We do not have a dumpster, so it is imperative that your garbage does not remain on the premises...you must take it with you when leaving.
9. Upon leaving the facility, all lights should be turned off, and premises should be left in the same condition as you found it, or better.
10. **NO** malicious vandalism will be tolerated, and proper supervision of children is expected.

Date & Time of Reservation _____

Signature _____ Date _____