

# Rules - Use of Leased Space at JN Long Cultural Arts complex

## Rules:

- **NO water activities, amusement devices, inflatables (bounce houses), rides or animals**
- Children must be under adult supervision anyplace on JN Long Complex including inside and outside.
- No Smoking on Premises
- No Firearms on Premises
- No Glass Bottles on Premises
- No Hard Liquor Allowed
- No Drunk or Disorderly Conduct Allowed
- No climbing on furniture, tables, chairs.
- Renter is responsible for ALL damage to the property.
- Keep all doors/windows closed when heat or A/C are running.
- Parking lot/outdoor areas are not part of the rental - keep your party indoors.
- Volume must be controlled to not create a nuisance. City Noise Ordinance in effect at 8:00 pm.

## Responsibilities:

- Setup is renters responsibility.
- Tables, chairs etc must be returned where they came from.
- Do not stack chairs over 5 high.

## Cleaning:

- Vacuum carpeted areas or sweep and mop hard floors
- Empty all trash receptacles
- Check and clean bathrooms and empty trash receptacles
- Remove all trash bags to the outside dumpster behind the cafeteria on Shaw Street.
- Remove all decorations including tape on walls.
- Pick up trash outside of building and deposit in dumpster
- Turn off all lights
- Lock and secure all doors and windows upon exiting.

I have read the above guidelines and understand I am responsible for all in attendance.

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Signature

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Date