

## **RULES TO BE FOLLOWED WHILE RENTING AUDITORIUM**

- Check for ADA accessibility.
- Tables & chairs are not to be brought outside.
- Propane burners are **NOT** allowed inside the building.
- Security will inform the renter to close down the food & liquor lines ten (10) minutes before closing time.
- DJ or Band must be told that the last song has to stop ten (10) minutes before closing time. (DJ or Band need to start picking up in the last ten (10) minutes.
- ALL decorations, backdrops, food, drinks, and DJ equipment must be removed from the building by the end of the evening.
- If you see water on floor, please report to Maintenance. (Personal ice chests may leak.)
- **Prohibited items:**
  1. **No** open flame candles
  2. **No** bubbles.
  3. **No** Jelly-shots.
  4. **No** confetti.
  5. **No** rice.
  6. **No** glass bottles.
  7. **No** bounce houses inside the building.