

LIONS LAKE BANQUET FACILITY RULE AND REGULATIONS

The following is a list of the Lions' Lake Banquet Facility requirements:

1. All spills are to be cleaned up immediately.
2. No solid foods are to be placed in the sink. (**Building does not have a garbage disposal**)
3. All trash/debris/boxes must be placed in container provided. If building is being used for a meeting and an attendant is not required, you are responsible for the removal of all trash.
4. The kitchen is to be left in a clean and well-maintained condition, including the refrigerator, stove, oven and microwave. No food is to be left behind. The Township is not responsible for anything left behind.
5. When hanging decorations on the walls, **the only tape permitted to be used is masking tape**. If hanging decorations from the drop ceiling, you must completely remove the decorations and not just pull them from ceiling leaving tape or part of the decoration behind. **No confetti is to be used in the hall**. Decorations are limited to inside the building. It is your responsibility to remove all decorations.
6. At no time is standing on chairs or tables permitted. A ladder is available for your use.
7. Set-up and break-down of the tables and chairs is your responsibility, not the function of the attendant. Arrangements can be made with the attendant to assist in this process.
8. All tables are to be clear of all trash at the end of the function. You must use table coverings on all tables. Tables and chairs are to remain inside the building.
9. Rental of the facility is limited to the main room only.

I have read and understand the rules and regulations of the building.

Applicant's Name (please print)

Applicant's Signature

**FAILURE TO COMPLY WITH THESE REGULATIONS WILL RESULT
IN THE LOSS OF PRIVILEGES TO USE THESE PREMISES.**