



Riceville Volunteer Fire Department

2251 Riceville Rd. Asheville NC 28805

Phone: (828) 298-2456

Fax: (828) 298-7040

Community Center Use Agreement

The Riceville Community Center is available for use for community events that support health and wellness, education, and community outreach. The needs of the Fire Department, its employees and the Board of Directors will have priority for use of the community center space. To qualify for use, the interested party must reside in the Fire District, be subject to fire tax in the Riceville Fire District, own an interest in a business located in the Fire District, or be a paid full-time employee of the Fire Department.

For more information regarding community center use opportunities, contact the Riceville Vol. Fire Department at email address reservations@ricevillefire.org.

COMMUNITY ROOM REGULATIONS

Reservations:

- Reservations may only be made through the Riceville Vol. Fire Department Calendar Coordinator via email at reservations@ricevillefire.org.
- The room cannot be booked more than six (6) months in advance.
- The person responsible for the event must be at least 21 years of age or older and must be present at all times during the event.
- Maximum capacity is **50** in the community center room. The kitchen is not available for use.
- The room is available between 9:00am & 9:00pm. It must be cleaned & vacated by 9:00pm
- It can be used for up to a max of three (3) hours.

Restrictions:

1. No alcohol on premises.
2. No illegal drugs.
3. No smoking in the building. (Smoking outside is permitted. Properly dispose of cigarette/cigar butts.)
4. Do not put nails, glue, or permanent adhesive into or on walls, floors or building surfaces.
5. Do not sit on counter tops or tables.
6. Stay out of bays and off the fire trucks and equipment.
7. Parking is only allowed in designated marked parking spaces and directed by the Fire Chief and is limited to no more than 25 vehicles. Persons must remain on the property while their vehicle is parked on Fire Department property. Use of the community room does not guarantee available parking.
8. Do not park or play in front of apparatus bays.
9. Wi-Fi is not available.
10. No guns, knives, or weapons are allowed on the property.
11. A representative of the Fire Department will always have unrestricted access to the Community rooms during rental.
12. No noxious fumes, nuisances, or loud noise allowed.
13. Occupants will not interfere or impede the operations of the Fire Department.
14. No exterior signage can be placed on the exterior of any building or on the property.
15. Persons using the room will be personally responsible for any damages.

Clean-up:

The facility must be left clean and free of all trash and decorations. It must be swept and mopped if needed. Tables used must be wiped clean and put away on table carts. (Do not drop tables on the floor nor slide the tables across the floor.) Chairs used must be returned to the rack. Take the trash to the dumpster out back of the building. Re-line the trash cans with new bags that are located in the cabinet under the sink.



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If approved, the reservation will be confirmed by email by the Calendar Coordinator.

Cancellations should be made by one (1) week prior to date reserved.

The person reserving/using the Community Center space must guarantee their and all attendees compliance with the restrictions above. If any group, member thereof, or attendee of an event, interferes with the operations of the Fire Department or fails to fully abide by the rules and restrictions, the individual and the group will be asked to leave and can be banned from future use of the facility.

By signing below, I agree to the terms, rules and restrictions for the use of the Community Center:

By: _____

Print name: _____

Address: _____

Phone number: _____

Date of event _____ **Time event begins** _____ **Time event ends** _____

Use of the space is conditioned upon approval by the Department.

(must have signature of authorized department representative here): _____



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RICEVILLE VOLUNTEER FIREDEPARTMENT COMMUNITY ROOM RENTAL RESERVATION

Date requested: _____ Anticipated times of use: _____

Anticipated number of people involved _____

Name of Responsible party/user

Group name (if applicable)

Address _____ City _____ Zip _____

Contact Phone #'s - Home _____ Cell _____

Work _____

Email

address _____

Please sign below acknowledging that you understand that neither the Riceville Volunteer Fire Department nor the Riceville Vol. Fire Department Board of Directors assume any liability, expressed or otherwise, on account of the use of this facility and the premises surrounding it. Furthermore, you agree to abide by the regulations of use and assume the responsibility of facility and furnishings. The user shall be considered a licensee and have no rights except as those outlined in the regulations.

Signature of responsible person

Printed name

Date

While there is not a specific charge for using the community center space, we would welcome any donations. They can be sent to the fire department address. Thank you!!

Approved by the Riceville FD Board of Directors on 1/16/23 for a trial period of six months.