

The building should be left the way you found it. If not, a fee may be incurred, up to the entire deposit. The sanitation crew is not a cleaning crew.

1. Lessee may not re-assign this rental agreement or sublet the property.
2. During the Rental, NO collections of any type are allowed. (Fees, Dues, Admissions, Donations) Lessee is permitted to use the facility for private use only and cannot be opened to the public.
3. NO SMOKING IN THE BUILDING, you must use butt containers provided outside the building.
4. **NO GUM OR CANDY INSIDE OR OUTSIDE THE BUILDING.**
5. NO FEET ON THE WALLS.
6. Floor, Kitchen, and Bathrooms must be ready for cleaning.
7. **ALL THE SPILLS, SPLATTERS, AND CHUNKS OF DEBRIS MUST BE CLEANED AND REMOVED FROM THE FLOOR.**
8. The lock on the door must not be played with nor the deadbolt be left out. If the lock is damaged, **forfeiture of security deposit.**
9. Any human waste on the wall, in sinks, and toilets must be cleaned, and all food must be removed.
10. **All trash must be removed from the building,** parking lot, and decorations removed from both indoors and outdoors.
11. **No tape, tacks, or staples used in/on any part of the building including tables and the Glasgow Pines wood sign at the parking lot entrance.**
12. The Hall and Parking Lot must be ready and vacant for cleaning at the termination date and time.
13. Any fire extinguishers that are discharged unnecessarily will cause **forfeiture of the security deposit.**
14. Any damage to the interior/exterior of the building, premises, fixtures, or accessories, which is caused by the Lessee or your guests, will cause **forfeiture of your security deposit.**
15. All tables must be wiped down and left out or a charge will be incurred.
16. All chairs must be stacked neatly in the closet, and the closet must look like the picture attached to the door, or the renter incurs a fee determined by GPMA.
17. Any rented equipment or other items left inside/outside of the hall after the termination date will be disposed of by GPMA.
18. All windows must be closed, locked and the building secured when you leave. Failure to do so will result in a **forfeit of the deposit.**
19. Anyone found using the pool facility, without paying the pool rental fee, or using the pool after hours, will automatically **forfeit their deposit** and could face legal ramifications.
20. REMOVE ALL ALCOHOL FROM THE PREMISES OR **FORFEIT YOUR ENTIRE DEPOSIT.** (THIS INCLUDES BUT IS NOT LIMITED TO 1 BEER WITH LIQUID IN IT.)
21. No alcoholic beverages served to anyone less than 21 years of age. The Lessee is solely responsible for the intoxication of those attending their function.
22. If Lessee is renting on a Sunday evening, all music and noise of any kind must be shut down at 10 PM, or they **forfeit their security deposit.**
23. While renting, all music and noise of any kind must not exceed 100 decibels, and the doors and windows must remain closed to contain the sound.
24. No confetti/glitter. \$100 (minimum) charge.
25. If the police are called to your event, for any reason, especially music being too loud, you **forfeit the deposit.**

Fees

- A) Rental Charge is to be paid by **check, money order, or electronic payment** ONLY, at least 14 days prior to the scheduled date. Date reservation is Confirmed to the first paying customer with a check or money order for the Security Deposit, and a signed GPMA Rental Contract.
- B) Security Deposit is to be paid by **check, money order, or electronic payment** which will be refunded when there is compliance with the above Rental Conditions and Agreements within 4 weeks, by mail from the rental associate.