

RENTING THE AG BUILDING OR RED BARN – RULES TO FOLLOW

- _____ **No Smoking** in the buildings or on the premises. No fire of any kind in the buildings.
- _____ **Only non greasy liquids** may be poured down the sink.
- _____ **No deep frying** or other activity that creates grease vapors allowed.
- _____ **No tape, nails, tacks, screws** to be put in the walls, doors or windows. There are ceiling wires available to use for decorating.
- _____ **No dogs allowed in the building**

CLEAN UP DUTIES:

- _____ **Empty all garbages** including bathrooms. Garbage bins are outside the kitchen door. Replace new garbage bags found in the storage areas.
- _____ **Toilets** need to be flushed.
- _____ **Sweep floors, mopping floors are not necessary** unless there are spills.
- _____ **Do not put empty helium cannisters** in the garbage bins. Take them home with you.
- _____ **Clean up kitchen**, dishes washed and put away.
- _____ **Leave used dish towels on the counters to dry.** Do not take them home.
- _____ **Do not take bowls, plates or kettles** from the building that belong to the Ag Society.
- _____ **Put tables and chairs away** properly – like you found them.
- _____ **Shut windows, turn off fans and turn off lights.**
- _____ **Lock all doors** – double check before leaving the buildings.
- _____ **Upstairs barn – turn off heat**
- _____ **Building security is a must and accepting the key places a responsibility on you.** Should you need to leave the premises for any reason, the building **MUST** be

locked before you go. Under no circumstances is the building to be left unlocked with no one present or the key given to another party.

_____ **Return keys as requested by the director in charge.**

_____ **Damage deposits will be returned after the building is checked and cleaned.**

Any breakage is to be reported to the Director in charge

These rules for renting the Ag Building Facilities have been reviewed with me and I agree to these regulations.

_____ **Renter**

_____ **Director**

_____ **Date**