

OFFICE OF SELECTMEN

TOWN OF WALDO

127 SAVAGE ROAD

WALDO, MAINE 04915

kmf

RULES FOR THE RENTAL OF THE WALDO COMMUNITY HALL:

- Garbage is the responsibility of the renter and should be removed from the building
- No flames in or around the building
- No alcohol in the building or on Town property
- No smoking in the building
- No holes poked in to the walls, ie thumbtacks, etc
- Nothing should be stuck to the walls that will damage the paint/sheet rock when pulled off
- Use of the building is strictly limited to the times stated in the contract
- Be sure to turn off all lights when you are done
- Be sure window is closed and locked
- Check all doors to be sure they are completely **locked and latched**
- If coffee maker is used it must be turned off and left clean
- Building must be left clean
- Bathroom emergency key is located on bathroom door frame in magnetic box
- Please do not adjust thermostat
- Return key promptly
- A deposit in the form of a check for \$50.00 made payable to the Town of Waldo must come with your completed rental agreement in addition to your rental fee. The deposit will be returned to you upon verification that there is no damage and that the building is left clean
- Please be sure to monitor all activity and behavior of your guests while at the facility to insure that injury does not occur, remember, **YOU ARE THE RESPONSIBLE PARTY.**

*lessee must
sign & date
this also*