

Town of Stanton Town Hall Rules of Rental

Fees and Implications

- \$50 rental fee, non refundable
- \$50 security deposit will be destroyed following the rental date.
 - Will be destroyed, not deposited IF the conditions listed below are followed and the hall is found to be in proper condition after the rental.
- The person signing the contract is the sole responsible individual for ANY damage done to the Town Hall property.
 - DO NOT rent the hall for another individual, if found out, deposit will not be returned.
 - Any damages found will be charged accordingly in addition to the security deposit being retained.
 - Non-payment of this additional charge will be accessed as a “special charge” on the tax bill.

Rules of Rental

1. NO SMOKING IN THE TOWN HALL.
2. DO NOT DRINK DIRECTLY FROM THE FAUCET DUE TO HIGH NITRATES.
 - a. There is a reverse osmosis system. Use this.
3. TABLES AND CHAIRS MUST REMAIN INSIDE THE TOWN HALL AT ALL TIMES.
 - a. They should be returned to the EXACT location they were, when taken.
4. There are adequate electrical outlets, but they may not be able to support several items. Please spread your appliances throughout the kitchen and hall.
5. Do not go near the utilities located on the south and east sides of the building.
6. Do not go on neighboring properties.
7. Do not go into the wooded area near pavilion – we can not guarantee there is not poison ivy, oak, etc in there.
8. Renters will clean up any and all trash from the outside of the building if necessary.
9. Renters will remove all bags of trash from inside the hall and replace with new, empty bags.
10. Renters will clean counter tops, wipe off all tables used and chairs also, if necessary.
11. Items in the refrigerator upon renting are to remain untouched. All items brought should be taken along when leaving. Any items left behind anywhere in the hall, become the property of the Town. The kitchen should be left clean.
12. Check the bathrooms making sure toilets are flushed and bathrooms are in order and the water in the sinks is turned off.
13. Decorations used should be removed and ALL hanging materials and ALL TAPE MUST BE REMOVED. (This includes tops and underside of tables.)
14. Both the deadbolt and door handle should be locked upon leaving and the key placed in the lockbox located on the left side of the entry to the hall with code shuffled.