

Ye Olde Schoolgrounds(YOSG)-Guthrie Community Center Rental Policy

We want you to enjoy the time you spend here. Please help us to keep the facility in good shape for you and others to enjoy by observing the following YOSG use policies:

Do not use tape, staples, nails or tacks on the walls or doors

Clean up after you are finished and sweep all floors.

Put all tables back where you found them. Do not drag tables or chairs across the floor.

Please bag your garbage and take it with you.

Leave the kitchen as you found it. Wash and put away all dishes, glasses, coffee pots, etc. that were used. Check the refrigerators, microwave, and stoves for materials that you may have left in them and take your leftovers with you. Make sure that the stoves and all appliances are turned off.

DO NOT leave any candles lit and unattended.

The backroom is the Guthrie Township Office and is off limits.

There is no smoking in the building.

Alcohol is not to be served or consumed on the premises.

No pets are allowed in the building except service or guide dogs.

The telephone may be used for local calls only.

Open fires are not allowed on the property.

Keys will be picked up from the scheduler and may be returned to him or her.

Call the scheduler at 224-2416 for rental availability.

We appreciate your help and cooperation. If there are problems, questions or concerns, please contact the scheduler at 224-2416.

NOTE:

Any of these rules not adhered to may result in your loss of use of the building. If there is substantial damage, you will be responsible for actual cost of repairs.

(4/2015)