

**Loyd Presbyterian Church
Community Building / Pavilion Guidelines**

Date of Event:

____/____/____

Rental Fee - \$250.00 for Community Building (includes Pavilion)

\$150.00 for Pavilion Only

+ \$100.00 Deposit for either (refunded upon compliance with regulations listed below)

- The Loyd Community Building and Pavilion are non-smoking facilities.
- **No alcoholic beverages** are allowed on the premises.
- All decorations and other personal items should be cleaned up immediately after the event.
Please leave the facilities the way that you found them (tables, chairs, etc.)
- All trash should be taken away to a dumpster...do not leave trash in trash cans inside or outside! A vacuum cleaner is in the building for your use.
- No fires, firecrackers, etc., or motorized vehicles are allowed.
- Nothing is to be attached to the ceiling.
- No pets / animals are allowed in the Community Building. Owners are expected to clean up after animals.
- **Please make sure all activities are properly supervised.** You are responsible for any damage to building or property and/or for any members of your party who trespass on neighboring property. Adjacent property is private property. In the event of trespassing, property owners may call the police.
- **Please be respectful of the neighbors with the level of noise. No amplified music is allowed. All events should end by 9:30pm.**
- Please return keys to the church office the next business day. The church office is open Monday-Thursday from 10am-2pm.

Name _____

Address _____

Phone Number(s) _____

Type of Event _____ Time of Event _____

Signature of Renter _____

(indicates that copy of this contract was received)

For Office Use Only:

Key # _____