

SOUTH BOUNDARY FIRE PROTECTION DISTRICT COMMUNITY ROOM POLICIES FOR USE

CHARGES

\$50. Cleaning/Damage Deposit

\$.00 Non-Profit Organizations

\$.00 Personal Use – (Resident of Fire District, selling of items prohibited)

\$50. Commercial Use –(for educational purposes only)

South Boundary Fire District programs or emergencies take priority over any scheduled meeting. If one of these needs arise on a date that you have scheduled, we will give you as much advance notice as possible and will help try to find an alternative meeting place.

ALL USERS

- The room can be reserved for only one meeting at a time. The room is available to you *only* at times reserved. If you need it for preparation before your meeting, please schedule it for the extra time needed. Deposit must accompany reservation.
- In advertising your meeting, please use your telephone number as a contact. We cannot answer questions about your meeting.
- Please no telephone messages. We will not deliver messages to you if your meeting is during the day.
- Smoking and pets are *not* permitted in the building at any time. (Service animals exempt).
- A podium, dry erase board, tables and chairs are in the meeting room and available for your use. Any equipment belonging to South Boundary Fire shall not be removed from the premises.
- The District's Audio Visual equipment is not to be used without prior approval.
- No meals are to be served in the room without prior approval. However, coffee, punch, cookies, etc, for light refreshments are permissible. You must provide your own paper products, coffee, etc. No alcoholic beverages permitted without prior approval.
- If approval is given for meal preparation, you may use dishes, flatware, coffee makers, pots and pans, etc in the cupboards that are not marker for private use.

- Normal wear and tear is expected. However, any major damages will be the responsibility of the user.
- You are welcome to use the refrigerator to store perishable items. However, the items in the refrigerator are personal belongings of others. Be considerate and do not use what you do not put in the refrigerator.
- There will be no vehicle parking in the loading zone, this will be used for loading and unloading during set up times only. No vehicles during event times shall be in loading zone for fire safety. No loading, parking of any kind in front of Fire vehicle doors on Schoolhouse Road at any time.

WHEN YOU ARE THROUGH USING THE MEETING ROOM:

- Please clean room before you leave. Wipe tables and counters, wash dishes and return to cupboards, sweep floors and vacuum carpet.
- Check bathrooms, make sure they are clean, faucets turned off, lights off etc.
- Reposition furniture as found.
- Make sure all doors and windows are closed and locked.
- Turn off all lights in room and entry hall.
- Make sure all appliances and electronics are off
- Personal possessions are the responsibility of the owner. South Boundary Fire shall not be responsible for any personal items left in the room, refrigerator or grounds.
- Report any problems and/or damages to the Fire department as soon as possible.
- A failure to comply with the requirement to clean the room and to leave the facility in the condition in which you found it will result in forfeiture of the Cleaning/Damage deposit, in addition to other remedies which may be available under the law.

Thank you for your cooperation and assistance.

**SOUTH BOUNDARY FIRE PROTECTION DISTRICT
COMMUNITY ROOM USE APPLICATION/AGREEMENT**

Person(s) or Name of Organization: _____

Person in charge: _____

Address: _____

Phone Number: _____ Cell Phone: _____

Date(s) requested: _____

Time In: _____ Time Out: _____

Type of Event: _____

Fees Due: _____ Make checks payable to South Boundary Fire

Event Restrictions:

- No illegal activities or drugs
- No Firearms on premises
- No taping, nailing or thumb tacking of decorations or signs to any wall or ceiling
- No alcoholic beverages may be served or consumed on the premises.
- The building will be used solely for the purposes listed below:

- The premises may not be used for any other purpose than that listed above.

Once the event is held and the remaining clauses of this agreement have been, in the reasonable opinion of South Boundary Fire Protection District, properly executed, the Deposit Amount will be returned by the Department within 15 days. The following persons should be contacted if problems arise during the event: Tony Rohrwasser 208-290-2613 or Kenny Corsi 208-304-3989

The Lessee shall be responsible for all persons who attend the function and shall ensure that all persons act in an orderly, responsible and safe manner. South Boundary Fire retains the right to terminate the event or expel any person or persons who are deemed to be unruly, unsafe, illegally or acting with dangerous behavior or who are in violation of any other clause of the contract.

In consideration of the leasing of the premises of South Boundary Fire Protection District to the undersigned, the undersigned hereby releases South Boundary Fire Protection District, its Commissioners, Officers, Members, and Employees from any and all suits, actions, compensation, consequential and punitive damages, any and all property damage, personal injuries, illnesses, death resulting from any occurrence or accident that may occur as a result of or arise out of leasing or use of the described premises by the Lessee.

The applicant has inspected the premises and accepts them 'As Is.' The District is not responsible for injuries or damages caused by defects in the premises, known or unknown, patent or hidden. The applicant has the duty to advise or warn those attending his/her/it's meeting of any conditions in the premises which might cause injury.

Name of Lessee (print): _____

Name of Lessee (sign): _____

South Boundary Fire (print): _____

South Boundary Fire (sign): _____

Date: _____

Addendums (Initial each):
