



STANTON HOUSING AUTHORITY

1109 Ivy Street P.O. Box 658 Stanton, NE 68779
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Jo Butterfield, Exec. Director Jack Scherer Chairman

Date:

I have received a copy of the Community Room Use Policy and Addendum #1, and agree to its terms and conditions.

Signature of the Lessee

Addendum #1

Community Room Use

Adopted 12-2-2015

Resolution #285

We are pleased to welcome you to our facilities, we hope you have an enjoyable event with family and friends. For some of you our facilities have been a gathering place for many years – family reunions, open houses, birthday parties, graduation and anniversary parties. The vast majority of you, have used our facilities as an extension of your own living room and have treated it as such. Unfortunately there have been a few who have left the facilities somewhat worse for the wear. Due to these circumstances we have changed our Community Room Use Policy as follows:

Security Deposit and Rental Charges: Our tables comfortably seat 24 people for groups 24 and smaller the security deposit is \$100.00 and the rental rate is \$25.00. Groups larger than 24, such as graduation parties and open houses the deposit will be \$200.00, and the rental rate \$50.00.

Many times the community room is booked for several functions over the weekend, please leave the facilities in the same condition as you found them. Our rental rates are very reasonable, however if we find it necessary to bring in someone to clean on weekends between events we will have no choice but to increase our rates.

Children Must be Supervised by an Adult at All Times:

If you have rented the facilities you are responsible for your guest and their children. It is unreasonable to expect children to attend a function for several hours with nothing to do. Please bring age

appropriate games, puzzles or books for them to occupy their time (no crayons or markers please).

Please do not Allow Children to Play with the Handicap Door Buttons.

We are required by the American Disabilities Act to provide handicap access to the building. When the door shuts a small child may not be able to stop it and serious injuries may result.

Do not Allow Children to Play in the Laundry Room: The Fire Marshal has required us to remove the lock from the interior hall door into the laundry area for emergency egress. Children swinging on the front load washer doors can cause serious damage which you will be responsible for.

Children Playing Out Doors: Children should be supervised by an adult at all times. This is a residential community not a city park. Children should be contained to the patio area, not running through our renters yards, hiding on their patios, ringing their doorbells, or trampling their flowers.

Please do not leave the patio or other doors propped open: This allows flies and bugs to enter the building.

Additional Charges for Damages: Painting, damages or carpet cleaning will be based on actual charges. The hourly rate for general maintenance is \$20.00 per hour and for weekend or after hours the hourly rate is \$30.00.