

SCHULER COMMUNITY ROOM TERMS OF RENTAL

1. Rentals are for 8 hours.
2. Groups must be out by 11:00 P.M.
3. Pre – event setup must be done within the eight hour rental period.
4. No activity may start before 8:00 A.M.
5. The Community Room will not be rented out on holidays.

SCHULER COMMUNITY ROOM WILL NOT BE RENTED OUT ON HOLIDAYS

COMMUNITY ROOM DEPOSIT

1. A \$150 damage deposit is required for all rentals unless otherwise noted.
2. Reservation confirmed upon receipt of damage deposit and rental fee.
3. Deposit refunded after inspection and next Trustee meeting.
4. Rental fee due 30 days prior to event, unless otherwise noted.

COMMUNITY ROOM RENTAL FEES

RESIDENTS
\$200 + \$35 per extra hour

NON-RESIDENTS
\$375 + \$35 per extra hour

RESIDENCY

The fee schedule includes both homes and businesses within Sycamore Township.

Groups from Sycamore Township including Scouts, civic groups, neighborhood associations, seniors, school groups, youth groups, community groups, chamber of commerce, and charity groups, may use this room free on Mondays, Tuesdays, or Wednesdays. Also included in this are meetings for Hamilton County poll workers and Sycamore Township public meetings.

GENERAL RULES

1. No live bands or disc jockeys
2. Doors will be opened and locked by programmed computer.
3. Any adjustments or changes may be made by the Board of Trustees or its agent.
4. An additional cleaning fee will be charged for stains on carpet, wall, tables, etc.
5. Alcoholic beverages are permitted, but may not be sold or included in the price of admission. The renter must certify that only persons who are of legal age will be permitted to consume alcoholic beverages.
6. Person renting the facility must be present for entire event.
7. Nothing may be put on walls, doors, or windows.
8. ABSOLUTELY NO GLITTER, CONFETTI, RICE OR SIMILAR MATERIAL MAY BE USED!!!!