This Town Hall belongs to ALL the people in Bearville Township and should be used with respect.

## TOWN HALL USE POLICY

- PLEASE SIGN THE REGISTER BOOK AND WRITE A BRIEF DESCRIPTION OF THE EVENT.
- HAVE LOTS OF FUN.
- A RESPONSIBLE ADULT MUST BE PRESENT WHEN MINORS ARE USING THE HALL.
- TOWNSHIP DISHES, COFFEE POTS, ETC MUST BE WASHED AND PUT BACK WHERE THEY BELONG.
- TREAT ALL TOWNSHIP PROPERTY WITH RESPECT INCLUDING THE PIANO, POOL AND FOOSBALL TABLES.
- NO SMOKING.
- NO ALCOHOL ON TOWNSHIP PROPERTY UNLESS PRIOR APPROVAL IS OBTAINED FROM THE TOWNSHIP BOARD, INCLUDING A CERTIFICATE OF LIQUOR LIABILITY.
- NO PETS IN TOWN HALL.
- PUT TABLES AND CHAIRS BACK HOW YOU FOUND THEM. LIFT, DON'T SLIDE FURNITURE ACROSS FLOOR.
- CRUSH AND DISPOSE OF POP CANS.
- PUT AWAY ANY EQUIPMENT, GAMES ETC.
- WIPE OFF TABLES AND SWEEP FLOORS AFTER USE.
- TURN OFF ALL LIGHTS AND MAKE SURE WINDOWS ARE CLOSED AND LOCKED.
- MAKE SURE ALL OUTSIDE DOORS ARE LOCKED.
- YOU ARE RESPONSIBLE FOR REMOVING <u>YOUR OWN</u> TRASH.