Date:
Reserve Date:
Amt Paid:

Kirksey Maternity Hospital

Rules and Regulations

1. Must be 21 years of age or older to rent.
2. NO children's parties of any kind are allowed.
3. No drugs or tobacco use are allowed in or around the facility. No firearms or weapons allowed. No animals allowed.
4. All decorations must be approved by the committee: use of adhesives, tape, staples, pushpins, nails, glitter, etc. on city property is prohibited.
5. Tossing of confetti, rice, birdseed, silk or plastic flowers and other materials are prohibited. Only live flower petals are allowed to be thrown on the grounds of the property.
6. All visible signs or decorations, including plants, must be removed and properly disposed of immediately after event.
7. Applicant must supply their own trach bags for clean-up. All bags must be properly disposed of prior to leaving the event.
8. Floors and bathrooms should be dust mopped and all surfaces wiped down.
9. There are tables and chairs available for use. Do not sit or stand on tables or chairs. Tables and chairs are not to be removed from facility and should be stored before leaving.
10. Sink and food serving areas are available. No raw material(food/trash or other debris) may be dumped into sinks. Cooking is not allowed and grills/etc. may not be brought into the facility. Damages will be billed to the renting party.
11. Loud and excessive noise(music included) is strictly prohibited.

We accept checks, cash, cashier checks, and money order.

- Payment in full is required within 72 hours after booking or the reservation shall be cancelled.
- Rental rate is $150.00 a day.
- Cancellations are required at least 10 days prior to the reservation date or no refund will be given.
- Your group is expected to leave the area in a clean condition, free from damage, debris, and litter.
- The city is not responsible for security of any item brought in or left in the facility.
- Please Coordinate with a committee member for access to building.
- We are not responsible for accidents of any kind to any persons or property.

I have read the above information completely and I agree to the terms of this agreement.

Renter	Date
Address	
City, State, ZIP	Telephone