

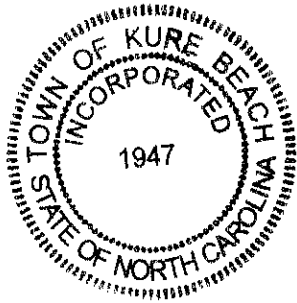
**GENERAL POLICY PROVISIONS  
FOR THE RENTAL OF  
KURE BEACH COMMUNITY CENTER**

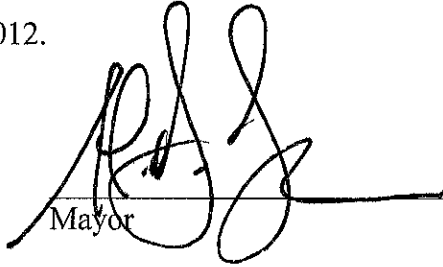
1. Smoking is prohibited inside the building at all times.
2. No alcoholic beverages of any kind are allowed on the premises.
3. No person under the influence of alcoholic beverages or drugs is allowed in the building.
4. No animals or pets are allowed inside the building unless they are part of a class or demonstration – or for medical reasons.
5. No tacks, pins, staples, tape or any fasteners or adhesives that would mar a finished surface are allowed for decorating at private affairs – neither on the walls, floors, mirrors, ceiling, furniture, etc.
6. The Town of Kure Beach will not be responsible for any lost or stolen valuables.
7. Handicapped parking spaces shall be strictly observed.
8. Kitchen Facilities – No cooking or meal preparation is permitted. Only catered events and the use of the kitchen to warm or reheat previously prepared food is permitted.
9. The following equipment located within the premises is available for use during the rental period: tables, chairs, kitchen equipment (including stove and refrigerator). No equipment is to be removed from the building. Any damages to the equipment or the building facility shall be the responsibility of the person or organization renting the Center (Lessee).
10. A Lessee-provided gas grill may ONLY be used on the south side of the building (within the parking lot area) and the grill must be at least 20 feet from the building.
11. The use of the Community Center grounds outside of the building for any function whatsoever requires a permit from the Town Council prior to the event.
12. Any Town of Kure Beach-sponsored meeting or gathering shall be permitted “free of charge” provided the facility is not reserved for another function.
13. The Rental fee charged by the Town for the use of the Community Center will be as follows:
  - a.) The minimum rental time period is two (2) hours
  - b.) Rental Fee: \$ 100.00 per hour
  - c.) Rental Fee, non-profit organizations \$ 40.00 per hour
  - d.) Security Deposit \$250.00 per day
14. The appropriate rental fee and security deposit shall be paid by the Lessee within fourteen (14) days of the date of the original contract or the lease will become null and void and the date will become available for other rentals.
15. There will be a \$10 non-refundable fee each time an existing contract is revised.

16. Cancellation of the Lease by the Lessee prior to 30 days before the event will result in a full refund of the security deposit and all fees, less a \$50 service charge. The entire rental fee will NOT be refunded for a cancellation of the Lease by the Lessee made within the 30 days before the event; however, the security deposit will be refunded.
17. The Community Center may not be used or rented before six (6 o'clock) a.m. or for any time extending beyond twelve (12 o'clock) midnight.
18. The After-Event Checklist, attached herein, forms a part of this Lease contract as Exhibit B and must be adhered to for a full refund of the security deposit. The return of the security deposit shall be a joint decision of the Custodian, an authorized representative of the Kure Beach Community Center Committee and the Town Clerk. When appropriate, security deposit checks will be returned within two weeks of the Event Date.

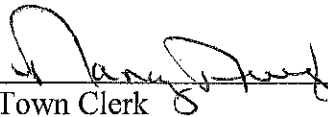
Should any of these procedures and conditions be violated during the use of the Community Center, the Police Department of the Town shall have the right to immediately terminate the use of the building to the offending users and ask them to immediately leave the premises.

Amended and approved this 17<sup>th</sup> day of April, 2012.



  
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Mayor

ATTEST:

  
\_\_\_\_\_  
Town Clerk

Revised 4/2012