

SCHOOLHOUSE RESERVATIONS

Schoolhouse may be rented year round.

NO FOOD OR DRINK

If Caster's shelter is available, it can be reserved for NO additional fee.

No confetti, piñatas, or streamers.

Nothing affixed to walls.

No tape, thumbtacks, staples.

Schoolhouse is NOT heated.

Electric heaters only are permitted.

Wood stove may NOT be used.

There is no trash receptacle.

Only wooden benches and school desks are provided.

You may bring in your own tables and chairs. Take care to not scratch the floors and be careful when moving desks.

There are NO LIGHTS in the schoolhouse from September 15th to December 15th.

Key should be picked up during office hours on day before event and must be returned by the next working day.

MUST

Clean chalkboard.

Sweep floor.

Take trash with you.

Lock ALL windows.

Turn lights out.

Lock both doors - *deadbolt & handle.*

Failure to adhere to rules will result in deposit being forfeited. **Initial_____**

Any damage done to facility or its contents will be charged to user. **Initial_____**

This includes, but is not limited to; trash left behind, floors not clean, marks on walls, scratches on floors, wood stove being used, presence of tape, windows left open or unlocked, broken or missing

May NOT remove slates or books from cupboard.
May NOT push/scrape furniture across the floor.

I have inspected schoolhouse and listed any marks, damages, etc. on reverse prior to rental.

***User: _____ Date _____
BCCD Employee: _____ Date _____***