



300 E. Church Street * Centerville, Georgia 31028
478-953-4734 * Fax 478-953-4797

COMMUNITY CENTER USE AGREEMENT RULES

1. Do not adjust air conditioning and/or heating temperatures, they have been set to provide comfortable yet cost efficient operation.
2. NO SMOKING
3. NO ALCHOHOL
4. Tables, chairs and other items furnished by the city must be placed back in their original storage areas before leaving.
5. No garbage should be left inside the facility. It should be deposited in the dumpster outside the kitchen entrance.
6. All facilities are available to the public on a first come basis as long as it does not interfere with department programs.
7. Reservations will be taken no more than one year in advance.
8. A contract must be executed and fees must be paid at least one week in advance.
9. Groups using facilities are responsible for set up, break down and cleaning (includes sweeping and mopping entire area) during the time reserved. If the department representative deems the facility unclean, a \$75.00 fee will be assessed to cover all cleaning costs.
10. The person signing the contract will be responsible for adhering to all rules and regulations. Any infraction or failure to comply with the rules will result in the withdrawal of all privileges regarding City of Centerville Community Room.
11. No alcoholic beverages or tobacco products allowed on City property.
12. All activities must cease and buildings cleaned and locked by 9:00 P.M. Monday thru Friday & 11:00 P.M. on Saturday.
13. There will be a \$30.00 service charge on all returned checks. Cash payment is required for service charge and returned checks.