

Glass Recreation Center

Rules For The Building:

- Please let our staff know immediately if something has been spilled
- No smoking in our building
- No children left unattended, staff will notify lessee on contract of any children not supervised
- No running in facility
- No unauthorized use of GRC equipment
- No loose confetti, glitter, or bales of hay are allowed in the building
- You cannot enter building prior to time stated on your contract

Please Make Sure You Do The Following Before You Leave The Building:

- All trash put into trash cans, and taken to trash dumpster
- All personal items are out of the room, cannot be stored for later pick up
- No food or drinks left on the floor and or chairs
- All decorations taken down and out of room, balloons, tape, etc.
- No materials, decorative or otherwise, shall be nailed, tacked, taped, screwed or in any way physically attached to any part of the facility without special permission from the facility supervisor
- Sweep and mop floors
- If kitchen was used, please clean, sweep and mop, do not pour down drains any grease or food products
- You must be out of building by the time stated on your contract

Thank you and enjoy your event. Please remember to respect all of our rules and regulations. Failure to do so, can result in The City of Tyler keeping a portion of your damage deposit.

LEESSE

BY:

Printed Name: