

*CARLISLE CIVIC CENTER
RENTER AGREEMENT*

- A two hour minimum reservation fee is required for room rental
- All trash must be taken out of building and placed in dumpster
- Parking lot must be cleaned (no bottles, cans, paper or other debris may be left on premises)
- All spills, confetti or other items left on floors or tables must be cleaned and/or picked up and thrown away
- The Carlisle Civic Center is a non-smoking building; alcohol and drugs are strictly prohibited on all city premises
- If the kitchen is rented, you must abide by rules posted in kitchen
- All events shall conclude by 12:00 AM
- Groups are not allowed in any room other than room rented
- If a security officer is required, which shall be at the expense of the renter, party may not begin until an officer is in the building.

Please read and sign below stating that you have been made aware and fully understand these rules and regulations prior to renting a room.

Renter

Date