

TOWN OF NEW PALTZ COMMUNITY CENTER

Rules & Regulations

1. The applicant is responsible for enforcing all rules and regulations of the Community Center and must be present at all functions.
2. A \$150 deposit is required to reserve the rental - which will/will not be refunded after a kitchen cleanliness check. If the event is canceled, the deposit will be returned if notice of cancellation is received ten or more days prior to the scheduled date event.
3. A separate rental check payment is to be received seven to ten days prior to the rental date. Rental time is calculated from arrival to departure and shall include time for setup, breakdown, and cleanup.
4. The direct sale of alcoholic beverages is prohibited. Alcohol is only permitted with the purchase of a Beer/Wine/Cider Permit issued by the New York State Liquor Authority, sla.ny.gov/permits-available-online or 518-474-3114. A copy of the permit must be submitted to New Paltz Parks & Recreation prior to the event.
5. There is no smoking inside or outside of the Community Center Building and on any adjoining Town property.
6. Music can be played but must not pose a nuisance to others.
7. Return all moved furniture and equipment to its original position.
8. Do not hang anything on walls or use tape; return tables and chairs to the rack located at the north end of the hallway. Please pick up all dropped food/debris and place full garbage bags in the garbage shed outside of the kitchen door; a quick sweep and clean up of spills is appreciated.
9. Use of kitchen stove and microwave for cooking is prohibited, reheating only is allowed.

I have read the above rules and regulations and agree to the terms outlined.

Signature

Date

Rev 1/24