

Waterville and District Fire Department

Rental Regulations

- No Smoking within 4 meter of building (Smoke Free Place Act- Bill 125)
- Do not use tacks, nails, staples, scotch tape or masking tape on walls, tables or other the furnishings. (we suggest tacky putty or painter's tape)
- No confetti of any kind, including foil types
- You are responsible to remove any and all decorations that were placed in the hall
- No drinks of any kind on the dance floor
- No liquor allowed outside the building, this includes the parking lot
- No outside liquor allowed inside
- All liquor must be purchased from the bar
- No spiked punch
- Tables are found under the stage
 - Nine (9) tables to a dolly
 - Do not drag tables on the floor
 - The Fire Department will put tables away after your event
- Chairs are on carts at the rear of the hall or in the room behind the stage
 - 30 chairs per cart
 - Do not drag stacks of chairs on the floor
 - The Fire Department will put chairs away after your event
- No not brace outside doors open.
 - Building is climate controlled
 - The heat or air conditioning can be adjusted for your comfort
- Please recycle
 - Blue boxes are provided for recycled products
 - Compost bins are located outside the kitchen at the rear of the building
- Before leaving ensure that lights are turned off and doors are locked
- Return key fob to the drop box in the front foyer

Should you need assistance, please ask the Bar Server or Members providing Security

I have read the conditions above and accept full responsibility for any damages incurred before, during or after the event.