

CITY OF LINCOLNTON CLUBHOUSE
255 N. WASHINGTON STREET
LINCOLNTON, GA 30817

EFFECTIVE APRIL 3, 2018

The renting agent for the Clubhouse is the City Clerk who shall approve or disapprove any rental applications.

Fees for rental are as follows:

\$200 Monday - Thursday

\$225 Friday—Sunday and holidays

No refunds or cancellations.

The Clubhouse will not be rented to anyone under 21 years old.

Rentals are for the hours of 8:00 a.m. and 12 midnight unless previous arrangements have been made. It must be clean and left in the same condition in which it was rented.

Renters are solely responsible for the condition of the building and will be held responsible for the cost of any damages to the facility.

Activities for profit, or where admission is collected, must have prior approval.

No outside activities are allowed without prior approval.

The key to the Clubhouse must be picked up in City Hall during normal business hours (Monday— Friday, 8:15 a.m. — 4:45 p.m.) the afternoon before the rental. If the rental is for a Saturday or Sunday, the key must be picked up on Friday afternoon. The key cannot be picked up after hours with **no exceptions**. If you fail to pick up the key, your rental and fee will be forfeited. The key must be returned to City Hall on the next day or Monday if rented during the weekend. The key may also be dropped in the night drop

at City Hall. If renting on a holiday, please check with City Hall about when to pick up the key.

Renters must return chairs to chair caddies. Tables and chairs must be returned to the storage closet. The storage closet doors should be closed upon vacating the premises.

Upon vacating the premises, the thermostat must be set on the following:

Summer months — 78 degrees

Winter months — 68 degrees

No DJs are allowed.

Absolutely no alcoholic beverages are allowed on the premises.

No smoking in the building.

Propane cookers are not allowed in the building.

Absolutely no decorations of any sort including signs should be attached to the walls, ceiling, or doors inside or outside of the building nor is anything to be attached to or hung from the chandeliers.

The doors should NOT be left open except to enter and exit.

If glitter or confetti is used, all traces of it MUST be removed completely! We recommend NOT using these items.

Do not slide tables across the floor.

Always replace the trash bag liners and empty trash into garbage carts located near the rear of the building.

City Police will be instructed to patrol and keep check on the facility while it is in use.

AVAILABLE FOR USE: 8-ROUND TABLES (60 INCHES) 2-RECTANGLUAR TABLES

70-CHAIRS