

## **WE STRICTLY ENFORCE OUR 358 PERSON STANDING AND 167 SEATED OCCUPANCY CAPACITY**

We try to maintain our hall and grounds for the enjoyment of all, including the surrounding community. It is the responsibility of the Renter of Record to assure that full compliance with all Standing Rules are strictly followed. Failure to comply will result in a reduction of the paid deposit.

The Renter of Record agrees to abide by all county, state, and federal laws. Renter will only conduct lawful activities in and about the rented premises. Banner Grange#627 reserves the right to refuse to issue a rental agreement for use of its facility. Our Rental Agreement states that it is the responsibility of the Renter of Record to leave the Grange in good condition and to comply with the following rules established to preserve the Grange for everyone's enjoyment.

The rental agreement cannot be transferred, assigned, or sublet. Under no circumstances shall the Renter of Record sublease, sublet or allow any other organization or individual to use the facility during the time or date for which they have contracted.

The individual group using the Grange or outside grounds must assume the responsibility for the conduct of their guests. The Grange Property Manager, Grange Master and other authorized Grange members reserve the right to enter the Hall during your rental period to ensure compliance of these rules.

Rental permits for groups composed of people under the age of 21 will be issued only to adults who accept supervisory responsibility throughout the period covered by the rental agreement. The Renter of Record must provide adult chaperons at the ratio of two chaperones for every 25 youths attending.

The user group may be asked to leave the building at the time approved in the rental agreement, whether the building has been properly cleaned. This will result in full forfeiture of the rental deposit.

### **Basic Rental Information**

We have an extra-large, fully equipped kitchen ready for the caterers in your life, a large dance floor and two separate rooms for multiple activities at once.

### **Security**

Security personnel may be required for certain types of events held at Banner Grange #627. All events where alcohol is sold must have security onsite. The cost of providing security is the responsibility of the Renter of Record. The ratio of Security officers shall be 1/100.

Fights, vandalism, or unacceptable behavior, as determined by the Grange Property Manager, uninformed Security or Sheriffs, occurring during a rental timeframe, shall cause immediate cancellation of the use permit and no refund of fees.

## **REQUIRED PERMITS:**

SECTION 35658 of the Business and Professions code states that: “Every person who sells, furnishes, gives or causes to be sold, furnished or given away, any alcoholic beverage to any person under the age of 21 years is guilty of a misdemeanor.”

Alcohol may be consumed without a permit when there is no monetary exchange for the beverage or when there is no admission charged to the event. If alcohol is to be sold during the Renter’s function either by cash or ticket sales, the Renter agrees to obtain a permit.

## **Decorations**

All decorations must be UL approved (flame retardant). Table candles must be completely enclosed in a glass or non-flammable holder, i.e. votive candles, or food warming candles. Masking tape is the only tape allowed to attach anything to walls and furnishings. Use of any other tape, such as duct tape, scotch tape, etc., is not allowed. Absolutely no tape of any kind is to be used on the floors. Thumbtacks, staples, or nails are not allowed anywhere inside the hall, except the bulletin board. Ceiling decorations are not allowed. Bird seed may be used outdoors for the Bride and Groom send-off. It is the responsibility of the Renter of Record to remove all decorations immediately following the event.

## **Tables and Chairs**

Grange furnishings are to be used indoors only unless other arrangements have been made with the Property Manager prior to the event. Do not drag tables across the floor.

To eliminate damage to tables and the hall floor, the tables are to be carried by two people. Do not allow guests to stand or sit on tables. Tables are to be wiped clean prior to takedown and stored in the appropriate location. All chairs are to return to the side walls. It is recommended you utilize table covers.

Additional furnishings required by the Renter not provided by the Grange are the responsibility of the renter. Arrangements must be made at least one week prior to your event to assure an appointment time for drop off and pick up. The Grange will not be held responsible for damage to the additional furnishings provided by the Renter. The Grange will not be held responsible for making sure additional furnishings are picked up by Renter’s provider. Any personal property is the responsibility of the Renter.

## **Piano**

The Piano must not be moved. The piano may only be used when noted in addendum.

## **Floors**

Do not use dance wax, sawdust, or tape of any kind on the floors. For safety reasons, floors are to be spot-mopped or swept immediately upon any spillage during your event. A mop, bucket, broom, and dustpan are provided for your use.

## **Kitchen**

The kitchen may be used. For the safety of your guests, we ask that you keep the floor mopped for any spills and maintain a clear path throughout the kitchen area. It is recommended that an adult supervise small children while the children are in the kitchen.

Kitchen appliances include a refrigerator, and 4 burner stoves. When serving alcohol, please make sure all areas are cleaned immediately after every service.

No beer kegs are allowed inside the hall.

## **Trash**

The Renter shall remove all refuse and any unwanted decorations from the Grange and surrounding grounds to the garbage can on the premises. Please place cans and bottles in the appropriate recycling bins. Do not allow guests to dispose of litter on our grounds.

Please use the containers inside and outside as provided.

## **Gum**

Please do not chew gum inside the hall, or on the Grange property. This helps protect our facility.

## **Smoking Policy**

The Grange interior is a NO SMOKING Area. The front patio and parking lot are more appropriate locations. However, PLEASE utilize containers provided for disposal of smoking residue.

## **Fire Department Access**

It is the responsibility of the Renter to adhere to occupancy regulations. The Nevada County Fire District has the absolute right to terminate an activity if a group exceeds the maximum occupancy limit. The maximum dining capacity is **167**, kitchen is **92** persons and Assembly Hall capacity is **358** persons. Absolutely no vehicles are to block the entrance.

## **Parking**

Parking availability is NOT guaranteed. Overflow parking is provided on the north side of the parking lot. Absolutely no vehicles are to block the entrance.

## **Music**

In consideration of our neighbors, all outside music or live entertainment shall cease at the Dusk. Additionally, indoor music volume, especially the bass, must be lowered to half of the maximum volume at 10pm and all exit doors and windows must be closed at 9pm. CC 415 (Noise ordinance) will be enforced. If the neighbors complain about noise or if law officers are called, the event will be stopped, and the deposit will be forfeited.

## **Grounds**

We try to maintain our grounds for the enjoyment of all, including the surrounding community. We would appreciate Renter not allowing their guests to deface picnic tables or any other objects or property outside area and contents including and not limited to foliage, trees, and shrubs.

We reserve the right to charge for damages that exceed the value of your Security Deposit by charging your insurance company.

THESE RULES ARE ALSO POSTED ON THE BULLETIN BOARD

THANK YOU!

GRASS VALLEY, BANNER GRANGE #627