

RULES AND REGULATIONS
VILLAGE RECREATION BUILDING
(A.K.A. SCOUT HOUSE)

(Please note: you have use of the Scout House on the day you reserved only, unless previous arrangements have been made with the Village Clerk. Please do not expect use of the Scout House prior to or after your reservation date without permission.)

By order of the Board of Trustees of the Village of Middleport and subject to further action by the Board, the following regulations shall apply for the use of the Middleport Recreation Building:

Said building may be utilized by non-political and non-profit organizations, including by way of example but not limited to scouting groups, senior citizens' organizations, and other non-profit organizations. Said building may also be used by private individuals for private use for such things as wedding receptions, anniversary or retirement parties, or any other type of private gathering so long as the rules as established in paragraph 4 below are strictly followed. Effective June 1, 2016, there will be a charge of \$100 per use by Village residents and a charge of \$175 per use by non-residents levied for costs incurred by the Village in maintaining this building, such as electricity, bathroom and cleaning supplies, etc. This fee shall be paid at the time the application for use is completed and approved. In the event that reservations are canceled, this fee will not be refunded. **The required fee shall be waived for any non-profit organization.**

Those organizations wanting to meet on a regular basis must obtain prior approval from the Board of Trustees.

Except for those organizations scheduled to meet at regular intervals, application for use of said building shall be made by an appropriate officer of the organization requesting said use or by an individual on an application form to be maintained by the Village Clerk in advance of the event. Any scheduling difficulties or problems in interpreting these regulations shall be submitted by the Village Clerk to the Village Board of Trustees for resolution. Preference for use of the Scout House will be given to Scout troops first, then to Village residents, then to non-residents.

All persons, groups, and organizations utilizing the building shall observe the following regulations:

1. No alcoholic beverages shall be carried onto or consumed on the premises;
2. The premises shall be cleaned per the Regulations for the Village Recreation Building.
3. Damages to the building caused by any group during use shall be reported to the Village Board or designated representative and the group shall pay for repair of same;
4. Tables and chairs **should not be removed** from the Scout House building;
5. Premises must be vacated no later than 11:00 p.m. Overnight usage is reserved for Scout troops only.