

# RULES FOR RENTING THE STUART DEPOT

- **\$75 rental fee/day** (not refundable) PLUS **\$75 deposit fee**. Deposit check will be shredded when facility is inspected and found acceptable. Please make two \$75 checks to “The City of Stuart”. **ANY DAMAGE TO THE AREA WILL BE PAID BY THE RENTAL PARTY.**
- No **smoking** or **alcohol** in the building or on the property.
- Nothing is to be taped to the **walls**.
- There is **hot water**, but you need to let it run for a while.
- **All products** (toilet paper, paper towels, trash bags, trash can, grocery bags for the bathroom trash, cleaning supplies, dish towels, etc.) will be provided by the rental party.
- There is a **mop** in the closet to be used for damp moping or spills. **Make sure floors are clean when you leave.**
- Please **roll up mats** in front of the doors and leave in the corner.
- All **trash** and bathroom trash will be taken away by the rental party.
- Rental party must fold and put away **tables and chairs**. Please make sure these are clean. (There are 6 round tables, 8 rectangular, and 60 chairs.)
- Park only in designated **parking** areas. No parking permitted on the grass.
- Make sure all **lights** are off when you leave. The back room is on a sensor so please shut these lights off at the breaker.
- The doors to the **Artifact Room** are to remain locked.
- **Lock all doors** when you leave (check all 4 doors).
- Drop the **key** in City Hall’s return box.
- **NO RUMMAGE OR GARAGE SALES ALLOWED.**

**CITY IS NOT RESPONSIBLE FOR ACCIDENTS OCCURRING ON THE PROPERTY.**