



## **McClellan Park Meeting Center Damage Policy**

As a renter at the McClellan Park Meeting Center, you and your guests are expected to be responsible and use sound judgment while utilizing the meeting center. Damage caused to the meeting center by you or those in attendance will be your responsibility.

A damage deposit of \$300.00 will be required at the time the event is scheduled. This amount will be refunded after an assessment of the facility upon the event's conclusion.

***You will be charged the following rates for damages that occur as a result of your event.***

- Damage to walls made by tape, nails, tacks, or writing - \$150 per spot.
- Clean up fee for confetti, glitter, gum, candle wax or tinsel - \$50.00
- Stains made by food, drinks, or any other damage to flooring - \$50.00
- Other damages will be charged according to the cost necessary to repair.

***By signing below, you are acknowledging that you have read, understand, and agree to pay these charges should these damages occur by you (the renter) or a guest at your event. Failure to pay the above charges, should damage occur, will forfeit your right to make future reservations at the McClellan Park Meeting Center.***

Date: \_\_\_\_\_

Renter Name: \_\_\_\_\_

Renter Signature: \_\_\_\_\_

Event Date: \_\_\_\_\_

Event Description: \_\_\_\_\_