

# RULES & REGULATIONS

The Bill's Creek Community Center (BCCC) is available for use 7 days per week year-round from 6:00 AM to 12:00 midnight with an 8-hour maximum use. Exceptions may be made by approval from a BCCC representative.

When using the building and grounds, the following rules must be followed:

1. The use of the BCCC (other than the Dog Park) is only allowed after having made reservations, paid the deposit and fee(s), and given approval by a BCCC representative.
2. No pets, other than service dogs, are allowed in the building.
3. The use of the oven/stove and fireplace require additional fees.
4. Hanging decorations in the building is approved, but large screws/hangers are not permitted. Do not remove or damage existing wall hangings.
5. Flameless candles, confetti, and other non-combustible devices are allowed in the building. On the grounds, legal and non-destructive decorations and devices are allowed.
6. Alcoholic beverages may be provided to those of legal drinking age, but not sold.
7. Parking vehicles on the grass is allowed, but purposely destroying the grass or displacing the gravel is not permitted.
8. Smoking is NOT permitted in the building nor on the front and back porches.
9. The building and grounds must be returned to the condition they were in prior to use:

Wipe and return tables/chairs	Turn off fireplace if used
Sweep and/or mop floors	Set thermostats as they were
Clean kitchen, wipe countertops	Close windows
Clean stove, oven, refrigerator if used	check grounds for debris
Turn off appliances	Remove all garbage
Check bathrooms (lights off, toilets flushed)	Turn off lights
Remove decorations and tape, staples, nails	Lock doors

10. Any damage or issue with the building or grounds must be reported to your BCCC representative.
11. If a key is provided, it must be left in the building or returned the day after the event. The deposit will be returned if the building and grounds are cleaned and returned to the original condition. The deposit will be forfeited if the key is not returned, or if the BCCC is not cleaned after the event.

**Building capacity: 85 maximum**

