

Cleaning Deposits (Must be CARD)

Credit/Debit Card refunds may not be processed until the next regular business day. (Monday-Friday, 8:00 a.m. - 5:00 p.m.)

Due Before a Week Before the Event

DEPOSITS MUST BE PAID BEFORE ANYONE MAY ENTER THE ROOM.

Titan: \$200.00	Bomber: \$200.00
Midwest: \$400.00	Entire Bldg: \$800.00

**NO CONFETTI, GLITTER OR CONFETTI INSIDE BALLOONS WILL BE ALLOWED
IN THE NICK HARROZ COMMUNITY CENTER.**

DO NOT DRAG TABLES/ CHAIRS, ETC ACROSS THE FLOOR!!!!

HANGING OR ATTACHING DECORATIONS TO THE WALL, CEILING, FLOORS, DOORS or

WINDOWS IS PROHIBITED.

***TO RECEIVE A REFUND OF YOUR CLEANING DEPOSIT, THE FOLLOWING MUST BE
DONE:***

1. BUILDING MUST BE VACATED BY DESIGNATED TIME OTHERWISE CLEANING DEPOSIT WILL BE FORFIETED.
2. WIPE OFF ALL TABLES AND CHAIRS IF NEEDED.
3. RETURN ALL TABLES AND CHAIRS TO DESIGNATED AREAS.
4. SWEEP AND MOP THE FLOOR. EQUIPMENT IS AVAILABLE FROM THE BUILDING ATTENDANT.
5. IF KITCHEN FACILITY IS USED, WIPE OFF COUNTERS AND CLEAN THE REFRIGERATOR AND STOVE.
6. EMPTY TRASH INTO POLYCARTS LOCATED OUTSIDE CLOSEST TO YOUR ROOM.
7. CONTACT BUILDING ATTENDANT FOR APPROVAL. Staff does not supply wipes

***INAPPROPRIATE BEHAVIOR, INCLUDING BUT NOT LIMITED TO, VERBAL
ABUSE OF STAFF CAN CAUSE FORFEITURE OF CLEANING DEPOST.***

FAILURE TO COMPLY WILL DETERMINE FUTURE USE OF THE COMMUNITY CENTER.

Sign_____ Date_____