

ROBERSONVILLE HOUSING AUTHORITY
RESIDENTIAL COMMUNITY BUILDING
RENTAL POLICY

ANY RESIDENT IN GOOD STANDING OF THE ROBERSONVILLE HOUSING AUTHORITY SHALL HAVE EXCLUSIVE RIGHT TO USE THEIR RESIDENT SERVICES BUILDING EXCEPT BY ACTION OF GOVERNMENT. THE FOLLOWING RULES APPLY FOR THE RESIDENT SERVICES BUILDING AND ITS USES.

1. THE BUILDING MAY BE USED FOR NON-PROFIT SITUATIONS ONLY.
2. ONLY RESIDENTS OF THE RHA, EMPLOYEES OF THE RHA, AND TOWN OF ROBERSONVILLE MAY USE THE COMMUNITY SERVICES BUILDING.
3. NO PREPARATION OF MEALS WILL BE ALLOWED EXCEPT FOR BEVERAGES (TEA, COFFEE) IN THE BUILDING. ALL MEALS OR FOOD PRODUCTS MUST BE BROUGHT IN OR USE A CATERER.
4. THE BUILDING MUST BE SECURED AND THE KEY PICKED UP FROM THE RHA OFFICE NO LATER THAN 4:30 PM ON THE DAY PRIOR TO THE TIME THE BUILDING WILL BE USED ON WEEK DAYS.
5. IF THE BUILDING WILL BE USED ON THE WEEKEND, THE BUILDING MUST BE SECURED AND THE KEY PICKED UP FROM THE RHA OFFICE NO LATER THAN 11:30 AM ON THURSDAY. ONLY ONE GROUP WILL BE ALLOWED TO USE THE BUILDING ON WEEKENDS.
6. THE BUILDING WILL BE INSPECTED BY THE RHA TO ENSURE CLEANLINESS AND TO INSURE CHAIRS AND TABLES ARE PLACED BACK TO THE CORRECT POSITIONS THE NEXT WORKING DAY.
7. CHARGES MAY BE ASSESSED TO THE RESIDENT RENTAL ACCOUNT IN THE EVENT THAT DAMAGES OR UNCLEAN CONDITIONS EXIST. AN INVOICE WILL BE SENT TO THE RHA OR TOWN EMPLOYEE FOR THE SAME. LOSS OF USE MAY APPLY.
8. FAILURE TO RETURN THE KEY FOR SEVEN (7) WORKING DAYS WILL RESULT IN A KEY CHARGE OF \$2.00.
9. THE ROBERSONVILLE HOUSING AUTHORITY SHALL HAVE THE AUTHORITY TO ALLOW ANY PUBLIC SERVICE GROUP OR ASSOCIATION TO USE THE BUILDING IF IT DEEMS THE ACTIVITY BENEFICIAL TO THE RHA RESIDENTS.
10. THE USABLE HOURS OF THE BUILDING ARE FROM 8:00 AM TO 10:00PM.
11. ANYONE REQUESTING TO USE THE BUILDING SHALL MAKE APPLICATION IN THE ADMINISTRATIVE OFFICE WHERE IT SHALL BE AWARDED ON A FIRST COME FIRST SERVES BASES EXCLUDING RESIDENTS WHO HAVE A PRIORITY.
12. NO ALCOHOLIC BEAVERAGES ALLOWED.

BY SIGNING BELOW, I AGREE TO THE TERMS OF THE ABOVE CONTRACT.

SIGNATURE OF LEASEE DATE SIGNATURE OF RHA OFFICIAL