



The Historical Society Of Sarasota County

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RENTAL RULES

- 1. The facilities are Historical Buildings and need to be protected as such.**
- 2. The Renter is responsible for all event arrangements and must work with the HSOSC coordinator for timing of activities and deliveries.**
- 3. Any time required for set-up and clean-up will be included as part of the rental agreement.**
- 4. Clean-up of the event shall take place on the day of the event and includes picking up all trash and placing in the appropriate trash containers. All chairs and tables will be returned to their appropriate location and all floors swept. If extra help is required to finish the clean-up – it will be deducted from the security deposit.**
- 5. All decorations and any equipment brought in for the event must be removed immediately following the event.**
- 6. Music – the volume of music at any event should be in keeping with the residential neighborhood.**
- 7. Smoking – No smoking is allowed in the buildings. If you will have smokers outside...please provide ashtrays or sand filled urns and remove all butts with your trash.**
- 8. Alcoholic Beverages – Because of its history as a sacred place, it is preferred that no alcoholic beverages be served in the church proper. For receptions and other functions, arrangements may be made to use the porches.**

- 9. Decorations – Please consult with the HSOSC coordinator regarding your decorating plans. Potted plants look well arranged on each side of the podium steps. Garlands may be draped over the stage rails. Each of the twelve windows has a hook in the center of the lower sash on which to hang decorations or flowers. SCOTCH TAPE may be used if it is the lightweight Magic Tape. Do not use the regular clear tape or heavy frosted tape which is impossible to remove and takes paint with it. Candles - live fire – are not permitted.**
- 10. Condition of Premises – Any trash accumulated in the course of an event shall be bagged and placed in the receptacle at the rear porch of the church. It is expected that the space will be left as clean, or cleaner than you found it.**
- 11. THE CHURCH FLOOR – is long-leaf heart pine, a wood that is no longer available. A great amount of time and expense has gone into its restoration. In order to preserve this surface, we MUST forbid the wearing of stiletto or “spike” heels in the building or the Bidwell-Wood house.**
- 12. Deliveries – Please arrange with the HSOSC coordinator for timing of deliveries to make sure someone is on property.**
- 13. Our window shades are very fragile and if needed to be rearranged, please consult the coordinator before you try to pull the string.**