

Decorating Policy

When the facility has not been rented out, you may come in the day before your event. You may take up to 3 hours at no charge. After that the cost will be \$20 per hour for an additional 2 hours. Any further time can be purchased for \$50 per hour. The total time for decorating cannot exceed 6 hours.

Decorating	Time in hours	Cost per hour
	1-3	Free
	4-5	\$ 20
	6	\$ 50

- The use of glitter and confetti is strictly prohibited. Any such materials will result in a \$100 cleaning fee.
- Nails, Staples, and thumbtacks are not allowed. The use of these items will result in repair costs and labor to fix. \$10 per item.
- Painter’s tape, sticky tack, or 3-M Command strips may be used. All other types of tape are prohibited.
- Some vases, candleholders, and like items are available for rental at \$1 per item. Please inquire if interested.
- Time begins at the agreed upon time whether or not you are present.
- All decorating must be done in one span of time. The three hours may not be spread over multiple days.