

Deposits shall be paid by certified check or money order, or by personal check at the discretion of the Town Manager, made payable to the Town of Pahrump and may be refunded at the Town's discretion if nothing is damaged or missing. All costs related to damage or loss shall be assessed to the parties making the reservation.

Upon completion of the function tables and chairs shall be returned to storage, food stuffs removed from the premises, and waste deposited in the exterior dumpster. The floor shall be swept and mopped as necessary. No staples or nails shall be used to secure anything to Town property such as tables and walls.

Center Hall	Deposit	\$250.00	User Fee	\$50.00
Rooms "A" or "B"	Deposit	\$125.00	User Fee	\$25.00

**Prohibited Activities**

Any criminal or illegal activities.

Consumption, possession, sale or serving of alcohol except as noted herein.

Private parties not open to the public.

Organizational events during which alcohol is sold or served and for which a Special Nye County or 72 Hour Liquor License has been obtained.

Profit making events by private entities.

Smoking.

**Safety**

Both front doors shall be unlocked during the duration of the use of the Center.

Occupancy limitations shall be adhered to for all events.

	Seated	Standing
Room "A"	28	64
Room "B"	64	137
Center Hall	170	365

**Insurance**

A Certificate of Liability Insurance (with minimum coverage limits as noted in the attached as part of this policy) shall be required naming the Town of Pahrump as "additionally insured" and shall accompany the application for reservation.


The minimum insurance limits and event categories in the attached are merely guidelines for the convenience of potential Center users and Town staff. The Town Board and/or Town Manager reserve the right to modify the categories, user types, and the amount of insurance coverage required on a case by case basis.

Approved on the 8 day of March, 2005.

Motion proposed by Town Board Member: Paul Willis

Motion seconded by Town Board Member: Richard Billman

VOTE: 1 AYES: 3 NAYS: 1

ATTEST:   
Town Board Chairperson