



**Albert R. Atkinson, Jr.
American Legion Post 210, Inc.
Hall Rental Guidelines**

1. The Basement Hall is to be used for the purpose(s) stated in 3a of the Basement Hall Rental Agreement.
2. Do not use scotch tape, nails, staples, glue gun or duct tape on any of the Basement walls surface.
3. Do not move or remove the fire extinguishers or tamper with breaker cabinets.
4. Liquid spills must be cleaned up immediately for safety purposes.
5. Do not drag, scoot, push, slide, or pull anything not on wheels across the floor surface.
6. Do not remove any Basement Hall property from the building.
7. No one in the renting party is to stand on chairs or stand/sit on tables.
8. All trash incurred by the renter is to be removed and placed either in or by the trash container in the parking lot at the conclusion of the rental period.
- 9. The Basement Hall is located in a residential area and the Renter shall not conduct any parties or have loud conversations outside of the building. The Doylestown Borough noise ordinance shall be obeyed which limits all noise at the perimeter of the property to less than 70 dBa from 7:00 AM to 8:59 PM and 60 dBa from 9:00 PM to 6:59 AM.**
10. Smoking is not permitted inside the Post 210 Building or the Basement Hall in accordance with fire regulations. Candles other than battery powered are not permitted. Birthday or event cake candles which are briefly ignited and extinguished are permitted.
11. Events at the Basement Hall shall at all times be supervised by someone over 21 years of age named in the agreement. This person also accepts full responsibility for the behavior of the event attendees.
12. Albert R. Atkinson Jr. Post 210 reserves the right to cancel and terminate any event at any time if the use of the Basement Hall and/or the conduct of guests or outside service personnel violates these Guidelines or any city, county, state, or federal laws.
13. Heating and air conditioning appliances shall not be tampered with. Kitchen appliances (stove) shall not be used. There is a refrigerator designated for use.
14. Electronic devices may be used with prior coordination with a Legion representative. The TV requires a renter to provide HDMI cable of at least 8 feet in length. The cable may be plugged into the HDMI outlet on the wall. Using the remote, select HDMI 1 as the source.
15. Ceiling fans are adjusted with a remote which is mounted to the wall bar.