



Town of Butner
Soldiers Memorial Sports Arena
Rules and Regulations

1. The lessee must be an adult at least 21 years old.
2. A prior meeting and approval is required for anyone to lease the facility by the Town of Butner.
3. The facility will not be open to the public during the lease period and it is the responsibility of the lessee to ensure that this rule is obeyed.
4. No hard soled shoes allowed on the gym floor.
5. Food and drinks shall be limited to the side rooms, outside, or bleachers. No food or drinks allowed on the gymnasium floor.
6. The facility shall be left as it was found.
 - All trash, paper, cups, bottles, cans, cardboard etc. shall be picked up and properly disposed of by the lessee.
 - Lessee is responsible for cleaning up any spills with the cleaners and supplies provided by the Town of Butner. Cleaning supplies are labeled as being for tile or wood floor. Cleaners are in the cabinets in the concession area. Mops, brooms, and mop buckets are located in the supply room.
 - No open food containers should be left in the building.
 - All trash should be in bags, tied up and placed in proper receptacles.
 - All recyclables should be left in the proper containers outside the building for pickup.
7. Lessee is responsible for ensuring the bathrooms are not misused during lease period. Bathrooms shall be monitored regularly during the lease period, and checked prior to leaving to ensure they are in the same condition as they were found. Report any problems to Town of Butner immediately.
8. The Town of Butner will not be responsible for any accident or personal injuries during the leasing period. The lessee is responsible for the participants in its group and/or event.

9. Town of Butner reserves the right to require that the lessee obtain insurance for their event including coverage of the facility and persons in the group or in attendance.
10. The Town of Butner or its agents will not be responsible for lost or stolen goods.
11. The lessee is responsible for replacing, repairing, and/or paying the cost for replacement and/or repair of any damage done to the facilities or equipment.
12. Intentional damage by a person to the equipment such as the scoreboards will result in a ban of that individual from the facility for the rest of the season or year, whichever is appropriate.
13. The Town of Butner reserves the right to require the lessee to provide security for its event. Security to be provided by BPS and approved by the Town of Butner. BPS officers must be called two weeks prior of event to reserve coverage, \$30.00 per hour. Contact Kolby Ruby 919-575-6561 X 103 to schedule security.
14. All advertising and promotion of the event is the responsibility of the lessee, person and/or organization hosting the event.
15. All decorations must be approved by the Town of Butner. No confetti, or glitter allowed in the gym area.
16. No animals/pets allowed. This shall be enforced by the lessee during the rental period.
17. No tobacco products allowed in the Soldiers Memorial Sports Arena. This shall be monitored and enforced by the lessee during the rental period.