

SHELTERHOUSE RULES AND REGULATIONS

1. **NO SMOKING INSIDE THE SHELTERHOUSE!**
2. Nothing can be taped or pinned to the walls, windows, doors or island. If you tape anything to the tables, you must be sure to take the tape off carefully and be sure it's all off.
3. Wipe and **DRY** all tables and countertops.
4. Empty all garbage and put by north door/dumpster. Be sure to put new bags in cans.
5. Clean appliances and empty them.
6. Damp mop in front and back of island.
7. **Sweep all floors including the bathrooms and sweep off the rugs.**
8. **Use cutting boards under roasters, coffee pots and crock pots to protect countertops.** These must be used so as to prevent warping of the countertops.
9. Wipe and dry kitchen sink.
10. Be sure all doors and windows are closed and locked.
11. Be sure the volleyball and horse shoes are back in the shelterhouse.
12. Be sure all ceiling fans and lights are shut off including those in the bathrooms.
13. After tables are wiped and dried, please put chairs up on tables to sweep the floor.
14. **Be sure to turn thermostat back down.**
15. If air conditioning is on, windows and doors are to be closed at all times.
16. Please be sure that all garbage is picked up from the patio area.
17. Be sure that the television and accessories are turned off. Be sure that children do not put anything into the player.
18. After locking the doors, please return the key to Breda City Hall, 108 N. 2nd St., and put it in the inside north door – it has a slot in the inside door to place it in.

ALL EQUIPMENT NEEDED TO CLEAN THE SHELTERHOUSE IS TO BE FOUND IN THE ROOM BEHIND THE KITCHEN. DOOR IS BY THE STOVE. CLEANING SUPPLIES CAN BE FOUND UNDER THE KITCHEN SINK.

If all the rules are followed, and there is nothing missing from the shelterhouse (including the volleyball and horse shoes) and no damage has been done, your \$100 deposit will be returned to you. Thank you!