**ADM-01**

**Facilities**

**(Revised 02/2021)**

0101 The Fire District shall consider requests for using District facilities on a uniform basis. The District does recognize that preference should be given to District members, donors to the District, and public agencies.

0102 The use of District facilities will be granted provided there will be no conflict with District operations, training sessions or other activities. This includes keeping parking open and available for emergency calls, keeping operational areas open and available for emergency apparatus and equipment.

0103 The Fire Chief or Board of Fire Commissioners has the right to refuse any request for the use of the District facilities.

0104 The user shall pay $100.00 per use, plus $100.00 to serve as a cleaning deposit. The cleaning deposit will be returned if the room is clean and free of damage after its use. If the room is left dirty/damaged and requires more than $100.00 to clean up/repair, the user will be required to pay all additional repair costs; and any clean up fees at a rate of $25.00/hr per person until the room is restored to its pre-meeting condition. Rent and the cleaning deposit may be waived or reduced if the user is another public agency, department or entity, or for District approved functions attended by WWFPD #5 Members.

0105 The Firefighter’s Association shall not be subject to any charges due to the benefits the District realizes by an active and supportive Firefighters Association.

0106 The user may request use of the Fire District’s audiovisual equipment for no additional user’s fee.

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0107 The user will indemnify the Fire District against all actions, claims, demands, liabilities, and damages which may be imposed or incurred by the Fire District as a consequence of any act, default or omission on the part of the user or user’s guests, members, employees, or agents.

0108 The user shall comply with all Federal, State, County, and Fire District statutes, ordinances, rules, and regulations including State and County Department of Health regulations.

0109 There shall be no consumption or possession of alcoholic beverages on the premises. No activity creating a potential fire hazard (including activities involving the use of lighted candles) is allowed on the premises.

0110 The use of tobacco products on the premises is prohibited.

0111 All meeting and or events may be held between the hours of 0800-2200 Hrs on Monday- Sunday (excluding evenings of Commission meetings and or Department Trainings)

0112 The user agrees not to conduct any activity of a profit making or commercial venture. No goods or services shall be sold.

0113 Any facility made available shall not include access to or use of any offices, equipment, apparatus, supplies or any other article of tangible property owned or possessed by the Fire District except as designated on the Facility User’s Agreement.

0114 No more than fifty (50) people shall be in attendance at the meeting or activity.

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Alan Mehlenbacher Bradley Langdell Dennis Waters Date

Commissioner Commissioner Commissioner