

Things to remember:

- (1) Due to limited parking available for the Theatre we ask that Licensee, its employees, agents, invitees and audiences car-pool.
- (2) We do not have storage space for any supplies brought in before contracted time.
- (3) Licensed use time includes set up and clean-up.
- (4) Cleanup includes removing all tape and posted materials.
 - Wipe tables
 - Bag and Tie Garbage – leave by back door
 - Please separate recyclable material into a separate container (provided)
 - Pick-up floor
 - Take all of your decorations and supplies
- (5) Additional use time extended past the contracted time without prior approval will be charged \$75 per hour in addition to the hourly use fee.
- (6) Only fire department approved candles may be used onsite; candle use must be discussed with MANAGER no less than 7 days prior to the Event.
- (7) Licensee shall comply with such additional rules and regulations regarding use of the Theatre as Manager may require and as they may be amended from time to time.
- (8) Restrooms are available in the Dumas Bay Centre, but please respect others in the building and be courteous and quiet.
- (9) Outside the building is considered a public park, please respect others in and around the building. City parks close at dusk. All attendees must be indoors by that time.