



## Jubilee! Community Facility Use Policies

Jubilee! makes its facility at 46 Wall Street available to community groups, organizations and individuals as part of its outreach program to the community. All activities taking place at our facilities must be compatible with Jubilee! values and mission. Other requirements for using our space are as follows:

- ❖ All use of the Jubilee! facilities and/or equipment must be approved by the Jubilee! Administrator or the Jubilee! Board of Directors.
- ❖ Every group utilizing the facility must provide the full contact information for the individual responsible for the group.
- ❖ A signed contract and full payment must be returned to Jubilee! **BEFORE** the group is scheduled on the Jubilee! calendar.
- ❖ Damage to the building/contents/equipment or injuries sustained during the rental are the responsibility of the individual or group named on the contract.
- ❖ The contracting individual(s)/group agrees to indemnify and hold harmless Jubilee! Community and its officers, directors, staff and agents from and against any damage, loss, liability, claim, demand and/or injury (to property or persons, including without limitation wrongful death) arising out of the use of Jubilee! Community premises by any person participating in, or present because of, the scheduled activity and agree to reimburse Jubilee! Community for any expenses incurred defending such claim or demand.
- ❖ Alcoholic beverages may only be served by licensed and insured persons/event staffing companies. Individuals are prohibited from bringing their own alcohol onto Jubilee! premises.
- ❖ Jubilee! is a tobacco free facility. Vaping, smoking, or chewing tobacco are prohibited.
- ❖ Jubilee! is drug free facility. The use of illegal drugs of any kind is prohibited.
- ❖ Possession of weapons of any kind, including firearms and knives, is prohibited.
- ❖ All minor children (under the age of 18 years) must always be supervised by a responsible adult.
- ❖ The rental space must be left clean, arranged as it was found (or as instructed) prior to departure.
- ❖ Groups are restricted to the areas/rooms of the facility designated on the contract.
- ❖ Failure to give 14-day written cancellation notice will result in the forfeit of all rental fees.
- ❖ Groups renting space in our facility may not engage in partisan political activity that, that is activities that favor a particular candidate or political party. Activities that provide an exchange of ideas, information, or views on a particular political topic are welcomed, such as candidate debates, informational forums, and other such activities.
- ❖ Rental of space in our facility does not give permission for the renting person/group to use the Jubilee! name as a presenter or sponsor. Jubilee! must approve any print, radio, TV or internet communications using the Jubilee! name or logo.
- ❖ Rental parties agree to comply with all City of Asheville or other regulatory entities regarding the posting of flyers or other advertising. Failure to comply will be grounds to terminate the rental agreement.
- ❖ Renters will conduct their events according to best environmental practices: no Styrofoam, try to limit single use plastics, put recyclables in blue bins