

THE DIALOGUE CENTER RESERVATION

In Consideration of Rules

Name/Group	
Room/Rooms	
Date/Dates	
Time	

- Please do not prop entrance/exit doors – Alarm will sound.
- Please abide by the reserved time frame for your group.
- Please leave the room as you found it.
 - Put items/chairs you've used back where you found them.
 - Shut down any computer you have used.
 - Promptly clean up spills and dispose of garbage and recycling in containers provided in the living room, dining room and kitchen.
- Please stay in the room you have reserved - Bathrooms on each floor for your use.
- Please turn off lights, air conditioner (in season) and close and lock all windows and doors before leaving the building.

No smoking or alcohol permitted on the premises.

I accept this agreement for using the Dialogue Center and understand that access to the building is conditioned upon observing these expectations. I understand that as the person who reserved the space, I will be the responsible point person for the condition of this space and the people who use it.

Signature

Date