

DAYTON COMMUNITY CENTER RENTAL & CLEAN UP REQUIREMENTS

**REPORT ANY PROBLEMS OR DISCREPANCIES WITH THE CENTER
(775) 301-9567**

**REPORT ANY EMERGENCY INCIDENTS OR SECURITY CONCERNS
TO LYON COUNTY SHERIFF'S OFFICE
(775) 577-5023**

1. Submit application with deposit (the date will not be held without a deposit)
 - a. Deposit for gym and/or kitchen - \$600.00 (500.00 refundable 100.00 for staff inspect and any additional cleaning)
 - b. Deposit for meeting rooms - \$100
 - c. Cancellations made within 2 weeks of the event will be charged - \$50
 - d. Deposits are refundable if the facility is left clean and no damage occurs

2. Fees for Use of the Gymnasium, Kitchen, and Meeting Rooms

	Local Resident		Commercial
Gymnasium	\$25 per hour		\$35 per hour
Gymnasium with Kitchen	\$40 per hour		\$50 per hour
Meeting Rooms	\$20 per hour		\$25 per hour
Kitchen Only	\$30 per hour		\$20 per hour
Security Officer	\$250		\$250
Babysitter for Patio			

Fees to be paid 3 weeks before event

Local service events such as; fundraisers, dance classes, or meetings will be charged a 20% fee or a donation with the prearranged approval of the Dayton Preservation Committee

3.
 - a. Serving Alcohol - Must provide insurance (one million dollar liability) naming Lyon County and Dayton Preservation Committee as additional insured

- b. Selling Alcohol - Must provide insurance (one million dollar liability) naming Lyon County and Dayton Preservation Committee as additional insured
 - i. A Lyon County Liquor License is required, Call (775) 463-6510 for information
 - ii. A Nevada State Health Permit is required and can be obtained at 4150 Technology Way, Suite 101, Carson City, NV.
- c. Selling Food – A Nevada State Health Permit is required and can be obtained at 4150 Technology Way, Suite 101, Carson City, NV.
- d. Renters may not play loud music after 10:00pm. **If you give security a bad time about stopping music, you could lose all or part of your deposit**
- e. Renters will supply all materials needed for their event including cleaning products (mops and mop buckets, brooms, and dust mops are available in the kitchen closet)
- f. Kitchen – Remove all food and empty trash (dumpster out back), clean kitchen counters, floor, refrigerator, and stove. **PLEASE DO NOT POUR GREASE OR FOOD DOWN THE DRAIN**
- g. Leave Bathrooms clean
- h. Dust mop the gym floor and clean up any food or spills (wet mopping of gym floor will be done by staff)
- i. Remove all decorations – **DO NOT USE NAILS/SCREWS ON THE WALLS**, use 3M products only
- j. Clean tables and chairs and return them to the closets
- k. The building and grounds are to be clean at the conclusion of your event unless other arrangements have been made with the Dayton Preservation Committee
- l. **An adult must be present at all times if kids are outside (backyard)**

At the discretion of the Dayton Preservation Committee, the renter may be required to pay for dumpster fees and/or cleaning fees based on the number of persons attending your event

Please keep in mind this is a 100 year old building

THE DAYTON PRESERVATION COMMITTEE RESERVES THE RIGHT TO DENY ANY APPLICATION AND/OR WAIVE SELECT FEES