

Rental Rules
Clark Lake Community Center

P. O. Box 132
Clark Lake, Michigan 49234

1. The Clark Lake Community Center hours of use are limited to 9:00 AM to 9:00 PM. Requests to exceed the daily hours of use must be made in writing and submitted to the Clark Lake Community Center rental agent along with the rental agreement. Overnight use of the Clark Lake Community Center will not be allowed. Initials_____
2. County Park regulations prohibit the use consumption of alcohol on the Clark Lake County Park grounds. Consumption of alcohol is restricted to the porches and interior of the Clark Lake Community Center. Initials_____
3. The Clark Lake Community Center shall not be used for illegal activities. These activities include gambling and games of chance that require patrons to pay to participate, result in monetary reward, or involve the sale of alcohol. Initials_____
4. The Clark Lake Community Center shall not be used by any person or company to sell any service or commodity without prior permission of the Clark Lake Community Center Board. Permission will require the necessary County, State, and/or Federal licenses be obtained. Initials_____
5. Jackson County Park Regulations prohibit the use of tents or other camping structures or camping vehicles overnight in the park. Use of tents that are erected and removed on the same day will require written approval of the Jackson County Parks Director. Initials_____
6. Community Center chairs and tables must not be placed in the park. Their use is limited to the porches and interior of the Clark Lake Community Center. Initials_____
7. Renters who damage Clark Lake Community Center provided equipment or appliances will be required to replace or repair the damaged equipment. Initials_____
8. The use of candles that are not contained within a glass or metal holder is strictly prohibited. Initials_____
9. Renters shall not use nails, push pins, cellophane tape, or any other material that may damage the surface of the wood walls within the Clark Lake Community Center. It is recommended that paint masking tape be used to hold decorations in place. Any tape used to decorate shall be totally removed from the walls or exterior of the Clark Lake Community Center. Initials_____
10. Cleaning the Clark Lake Community Center:
 - a. All decorations and signs shall be removed from the building, porches, and the County Park.
 - b. All floors shall be swept.
 - c. All spills shall be mopped.
 - d. All counters and tables shall be damp-wiped clean
 - e. Chairs and tables shall be returned to the position they were in when the rental began.
 - f. Windows shall be cleaned if needed.Initials_____
11. Trash and garbage resulting from the rental of the Clark Lake Community Center must be removed from the building, porches, and the surrounding park area and placed in an authorized disposal container in the county park. If the county park trash receptacle is not available, renters will remove the trash and garbage to an authorized container of their choice. (Note: The county park trash container is removed from the park during winter months).

Cleaning deposit will be refunded if these rental rules are observed.

I have read and understand these rules _____
Signature Date

Revised 8/18/16

The Clark Lake Community Center is a 100 year-old building. Please help us preserve our heritage.