

TOWN OF NEW LISBON BUILDING RULES

1. The New Lisbon Town Hall is available for use by New Lisbon taxpayers and groups or organizations involving New Lisbon taxpayers. To schedule an event or meeting, contact Robin & Will Lasher at 965-8428.
2. Each organization or group is responsible to set up & pick up the tables & chairs that they use.
3. The kitchen equipment in UNMARKED cupboards is for everyone's use.
4. The contents in any MARKED cupboard belongs to that organization. Please respect each others belongings.
5. Unplug all appliances that you have used. Put away any Town items that you have used.
6. Please do not use tape, tacks or nails on the walls.
7. Alcohol is prohibited from use in the building.
8. NO SMOKING allowed.
9. **Please leave the building in the condition that you found it. Sweep floors after use. Clean up spills. Check bathrooms before leaving. If the building is not cleaned up after use to the satisfaction of the Town Hall Custodian, a \$25.00 cleanup fee will be billed to the person or group who booked the building.**
10. Report any problems to Robin Lasher (607-965-8428), Edward Lentz (607-263-5425) or Charlene Wells (607-965-8508).
11. Everyone is responsible for removal of their own garbage and recyclables. **TAKE YOUR OWN GARBAGE AND RECYCLABLES WITH YOU WHEN YOU LEAVE.**

* * * *Reduce - Reuse - Recycle* * * *

Reducing waste, reusing materials, and recycling all save money, lower greenhouse gas emissions, and conserve landfill space.