

## **Rules for Community Use of Monhegan School-Owned Tables**

Code: EDCA-A, Revised: 07/15/19

There are 3 rectangular and 1 circular tables available for community uses off school premises when those uses do not conflict with use by Monhegan School and for Monhegan schoolhouse rentals.

Use of the tables off premises causes significant wear and tear. To defray costs of inevitable purchase of new tables, a **use fee of \$10/table is charged for each use of up to 48 hours (including time for pick up and return)**. Monhegan Plantation's municipal departments and Monhegan non-profit and community organizations are exempt from this fee.

Tables should not be left outside in wet weather.

If there is a need to request delayed return of tables due to weather or other unforeseen circumstances, rental manager must be contacted for permission. Otherwise, additional fee of \$5/table per day will apply.

Any damage to tables should be reported as soon as possible to the rental manager.

The renter assumes the cost of repair or replacement of tables caused by damaged other than that caused by normal wear and tear.

## **Rules for Community Use of Chairs Owned by Monhegan Organizations & Managed By Monhegan School**

There are approximately 35 wooden chairs available for community uses off school premises when those uses do not conflict with use by Monhegan School and for Monhegan schoolhouse rentals.

Use of the chairs off premises causes significant wear and tear. To defray costs of inevitable purchase of new chairs, a **use fee of \$1/chair is charged for each use of up to 48 hours**. Monhegan Plantation's municipal departments and Monhegan non-profit and community organizations are exempt from this fee.

Chairs should not be left outside in wet weather.

If there is a need to request delayed return of chairs due to weather or other unforeseen circumstances, rental manager must be contacted for permission. Otherwise, additional fee of \$1/chair per day will apply.

Any damage to chairs should be reported as soon as possible to the rental manager.

The renter assumes the cost of repair or replacement of chairs caused by damaged other than that caused by normal wear and tear.

**Any inquiries and questions about table or chair use should be directed to the Schoolhouse Rental Manager, Jessica Stevens (thepugbrothers@gmail.com).**