

Table Usage/ Rental Policy

Any Poland Municipal, school group, non-profit or Poland resident wishing to use these tables may do so under the following conditions;

Municipal Departments/School groups

- For non-fundraising event there is no charge.
- Any event being conducted as a fundraiser (silent auctions, yard sales, auctions, dinners, etc...) will be required to pay \$3.00 per table. These types of fundraisers tend to demand the use of a large number of tables; potentially causing wear and tear from transporting and usage.

Poland non-profit groups or Poland residents

- Any non-profit group or Poland resident requesting the use the tables will be required to pay \$3.00 per table up front and must follow the above conditions.

Table use conditions & general information

- Request Form will be filled out and signed prior to tables being rented out!
- Tables need to be returned in a timely fashion, during recreation business hours, at an agreed upon time, and must be returned clean.
- Recreation staff should be informed of any damage done to any tables by the time the tables are returned.
- Tables must be handled as gently as possibly to reduce any risk of damage. If transporting tables, we recommend that tables be secured down.
- You agree to take full responsibility and pay for any tables damaged or stolen while in your possession and will be required to pay current prices to replace such.
- The Recreation Staff, overseeing the usage of these tables, reserves the right to not allow a group to use these tables in the future; if the tables were mishandled, damaged or returned unclean.
- We welcome the use of these tables for municipal, non-profit, school group or resident of Poland functions as they are a great resource, however we believe it is important to have a system in place for replacement of these tables that does not rely on outside funding. The fee of \$3.00 per table is a minimal charge for the general use of these tables. (Typical rental shops charge \$8.00 - \$10.00 per table).
- These tables belong to the Community Fair and were purchased from donated funds by Poland Spring Water Company in 2005 and 2006. We will make available up to 25 (8 foot tables) and 6 (6 foot) tables.
- Any money received for tables will be documented. 50% of table fees go to purchase new tables/chairs and 50% towards the support of the Tri-Town Sr. Club.

Any questions, regarding general use of tables, please contact our office @ 998-4650 or e-mail: ssegal@polandtownoffice.org

