



FARMERS MARKET BUILDING & POLE SHED RENTAL POLICIES

I. POLICIES GOVERNING USE OF FARMERS MARKET BUILDING AND/OR POLE SHED

(a) GENERAL POLICY STATEMENT

The Farmers Market Building and Pole Shed are operated by the Gaston County Farmers Association are owned by the City of Gastonia and it is desired that rules be set forth to permit the facilities to be used by City Department, Non-Profit groups and citizens.

Permits may be granted to groups to conduct activities at the facilities provided the facilities are not otherwise required by the Gaston County Farmers Association and provided such activities are conducted in accordance with the rules and regulations governing the use of the facilities, policies and local city ordinances.

NO ENDORSEMENT. It should be understood by all individuals, groups, and the public at large; that the granting of permission to use the Farmers Market facilities does not constitute an endorsement of the beliefs, viewpoints, policies, or affiliations of the users by the Gaston County Farmers Association or the City of Gastonia.

REQUEST PROCEDURE AND LEGAL LIABILITY. All reservations must be submitted on a proper Application Form at least fourteen (14) days in advance of the meeting date requested and be signed and submitted by an authorized adult who willingly assumes responsibility for the proper conduct of those attending the meeting, for cleaning the facilities at the conclusion of the meeting and for the expense of any damages to the property. The adult who signs the Application Form and the adult who signs the Acceptance Form when the facilities are opened are jointly and individually liable for damages and for violations of these regulations during the use of the facilities.

NOISE RESTRICTION. The Farmers Market facilities are in close proximity to a residential neighborhood, and the walls are not soundproof. In all cases, loud noise (i.e., music or singing) may not emanate beyond the walls of the facilities. The use of the facilities will be terminated and future use of the facilities will be denied to anyone breaking this rule.

CLOSING PROCEDURE: A representative of the Gaston County Farmers Association or the City of Gastonia staff liaison will inspect each facility on the first regular business day following the event. The person responsible for reserving the facilities must inspect the facilities after the event. If there are problems found to exist during the inspection, the person responsible for reserving the facilities must report and list these problems and/or damages and be responsible for same.

CITY USE: Any Department of the City of Gastonia may use the facilities without cost, with prior reservations as long as the use does not conflict with the use by the Gaston County Farmers Association.

(b) **RULES AND REGULATIONS GOVERNING USE OF FACILITIES**

- (1) No outside group activities may be held at any time interfering with regular Farmers Market programs.
- (2) Alcoholic beverages **will not be allowed** inside the building or on the grounds unless the proper permits have been obtained.
- (3) Refreshments may be sold in conjunction with activities held unless otherwise prohibited by lease agreement.
- (4) A set time for decorating must be obtained for use of these facilities. All decorations or other equipment must be removed immediately following use of the facilities.
- (5) Janitorial services must be completed by 5:30AM on the morning following the use of the facilities. Persons or groups reserving the facilities are responsible for all clean-up after use.
- (6) Any damage to property must be repaired and any loss must be replaced by person responsible for reserving the facilities and/or by the group using the facilities. Any damages exceeding the security deposit will be the responsibility for the person making reservations.
- (7) Groups granted reservations of facilities must comply with the building rules regarding **NO SMOKING**, closing hours, etc.
- (8) Security personnel must be hired by groups using the facilities for all public dances and functions. Security personnel does not have to be hired for private closed functions.
- (9) Rental includes use of tables inside the Farmer's Marker Building. Any chairs and additional tables are the responsibility of the person or organization requesting reservation. All tables must be returned to position they were in when the group came into the Farmer's Market Building.
- (10) Users may not sell or offer for sale any goods or merchandise whatsoever unless permission is first obtained from the Gastonia City Manager or his designee; includes flea markets and merchandising.
- (11) Games of chance are prohibited. This does not apply to the awarding of prizes when there is no charge for participation.
- (12) Activities shall normally cease at 11:00 p.m. unless otherwise stated in the application and approved.
- (13) Reservation Application must be signed by persons eighteen (18) years or older and by an official of the organization leasing the facilities.
- (14) Farmers Market Association employees and/or City of Gastonia employees shall be allowed entry to the rented facilities without charge when such entry is necessary in carrying out their duties and responsibilities.
- (15) No Farmers Market Association or City of Gastonia owned equipment shall be removed from the premises.
- (16) Reservation fees will not be refunded if canceled within five (5) days of reservation date.
- (17) Reservations are subject to cancellation for cause, and with proper notice, at the will of the President of the Farmers Association or the Gastonia City Manager or his designee,(i.e. violation of law, etc.).
- (18) Reservations must be made no less than fourteen (14) days prior to the use of the facilities.
- (19) No vehicles are permitted inside the building at any time.
- (20) Rental fee is to be paid at least seven (7) days in advance of the date reserved.
- (21) Approved chaperones must be present during functions conducted for anyone under the use of eighteen (18).
- (22) Any signs used in connection with an event must comply with the City of Gastonia's sign ordinance.

(23) **KEYS:** The key for the Farmer's Market building must be picked up and signed for by the responsible party. It must also be returned the first business day after use of the building. **DO NOT HAVE A DUPLICATE KEY MADE FOR ANYONE.** The building must be opened and closed only by the responsible party signing for the key.

FEES AND CHARGES

FARMERS MARKET BUILDING RENTAL (DAILY):

Non Profit Organization	\$ 100.00
Other Private Use	\$200.00
Other Public Use	\$225.00

POLE SHED RENTAL (DAILY):

Non Profit Organization	\$ 50.00
Other Private Use	\$ 75.00
Other Public Use	\$100.00

SECURITY DEPOSIT: **\$200.00**

DEPOSIT: There must be a security deposit made to cover any damage and failure to clean the facilities. Additional liability is the responsible of the person signing the application for use, if there are damages and or janitorial services, which require funds over the amount of the security deposit, it is the responsibility of the leasing individual. The deposit will be refunded provided the facilities are cleaned properly and there are no damages. It will take ten (10) days after the event for the deposit to be refunded.