

**KNIGHTS OF COLUMBUS COUNCIL 4362 BANQUET CENTER**

**Decorations**

- 1 Nothing is to be taped, tacked, nailed, stapled, etc. on the walls, ceilings, doors, etc. without permission of the management.
- 2 Confetti, glitter, rice, bird seed; crepe paper and other similar objects are not permitted inside or outside the facility. If you or your guests use these objects, you will be charged a cleanup or damage fee of \$100.
- 3 All candles must be shielded. No open flames are allowed
- 4 Decorations must be coordinated with management and all fire regulations must be followed.
- 5 KC will setup tables, tear down and clean up for the scheduled event. If more than the standard cleanup is required, an additional fee will be charged.

**K of C is a NON-SMOKING facility**

The undersigned host of the event agrees to abide by all applicable laws and regulations.

Liability for damage will be the responsibility of the undersigned host. The host is responsible for the conduct of all in attendance.

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Please return this portion with your deposit. I have read, understand, and agree to abide by the policies of the K of C Banquet Center.

PRINT NAME \_\_\_\_\_

AUTHORIZED SIGNATURE \_\_\_\_\_

Today's Date \_\_\_\_\_ Date of Event \_\_\_\_\_

Amount enclosed \$ \_\_\_\_\_