

RULES FOR RENTING THE OPERA HOUSE

The Grand Ledge Opera House Authority has formulated these rules as provided in paragraph 13 of the Lease Agreement. If there is any conflict between these rules and the Lease, the Lease will control.

1. **SMOKING:** *Smoking is prohibited within the Opera House at all times.*
2. **PROPERTY USE BY TENANT:** *Tenant may not use or operate equipment furnishings or other property of the landlord without written consent. If consent is given, the tenant may not remove property from the Opera House.*
3. **USE OF CARTS:** *Carts or dollies with steel wheels are not permitted in the Opera House. All crates, boxes, tables, chairs or other equipment moved in and out must be handled in a way that protects the carpeting, wood floor, tile floors, painted surfaces and wood fixtures.*
4. **DECORATIVE MATERIALS:** *All decorative materials must be non combustible or flame resistant in accordance with NEPA 701. Decorative materials are defined as curtains, draperies, streamers, fabrics, cotton batting, straw, hay, vines, leaves, stalks, trees and moss, including surface coverings applied over interior finishes for acoustical or decorative purposes. **Candles** may be used but they **must be covered or enclosed** with a hurricane shade or within a bowl, etc. **Candelabra** can be used during a **wedding service only and the flames extinguished immediately thereafter. Tacks, tape and “sticky tack” may not be used.***
5. **RICE/BIRD SEED/ CONFETTI:** *No rice, bird seed, confetti or similar material may be thrown, scattered or distributed in the Opera House or on Opera House Property.*
6. **ATTENDANCE CAPACITY:** *The tenant must not admit to the Opera House more persons than the space under lease can accommodate, as determined by Federal, State and Municipal fire and safety laws.*
7. **PARKING:** *Tenants have non-exclusive right to use the parking area at the rear of the Opera House as well as public parking facilities. The landlord makes no representations as to the number of parking spaces which may be available. Tenants may not attempt to limit access to the parking area at the rear of the Opera House.*
8. **COMPLIANCE:** *The Opera House Authority, in cooperation with local officials, reserves the absolute right to take whatever steps are necessary to insure strict adherence to these rules and the terms of the Lease Agreement and if any costs are incurred to provide compliance these costs shall be the responsibility of the tenant.*
9. **DAMAGE DEPOSIT AND INSURANCE CERTIFICATE:** *There will be a damage/security deposit required of each tenant prior to rental date. This will be deposited and a check will be reissued after the event is over and all is deemed right for the return. You must have an insurance certificate showing personal liability in the amount of \$300,000. This is a standard clause in a homeowner’s policy. If you do not wish to use your homeowners you may obtain additional insurance from several different sources. We will be happy to answer any questions regarding this.*
10. **FOOD AND BEVERAGE:** *All food and beverages must be provided by a licensed caterer from the list of Approved Caterers provided by the Opera House Management or by a licensed and insured caterer who contracts with the Opera House. All caterers must agree to pay the Opera House a fee equal to 15% of their total charges for their use of the Opera House kitchen facilities and waste removal. If the tenant serves alcohol, it will be the tenants responsibility to assure no minors are being served or there are no State law violations regarding substance abuse of any type.*

The accepts the above rules and agree to abide by them.