

Building Use Policies

1. Senior citizen activities take precedent over all other uses for the building.
2. Reservations for building use will be made through the Senior Center Director.
3. Contracts for building use are to be made in advance. Date is reserved when a \$45.00 deposit is received, payable to the Bozeman Senior Center.
4. All organizations using the Center facility on a regular basis are to have contracts. Contracts must be for the current year and updated annually.
5. Building monitors will be hired by the Center on an as-needed basis.
6. **No alcoholic beverages are allowed in the building.**
7. **Senior Center building has been designated “No Smoking,” inside of the building.**
8. **No dogs are allowed in the Senior Center building.**
9. Agencies or individuals renting the Center are responsible for clean-up of space used and for breakage or damages that may occur. If satisfactory clean-up isn't done, deposit will be retained.
10. Liability – The City of Bozeman and the Senior Social Center cannot assume liability for loss of personal items.
11. Fifty (50) percent of building rental fees are submitted to the City of Bozeman. The other fifty (50) percent of rental fees are retained by the Bozeman Senior Social Center.
12. Payment of fees for building use and monitor fees **are to be paid-in-full within two weeks** of the date the building was used.