

8. Access by the City or East Range Police Department: The applicant shall permit the City's or East Range Police Department's officials, employees, or agents to enter the Building at any time during the event.
9. Entertainment Event: If the Community Building is being utilized for an entertainment event, the entertainment must be pre-approved by the City. Entertainment events include live music, use of a sound system, etc.
10. Minors: Anyone under the age of 18 must be accompanied by an adult.
11. Admission Fee: The applicant may not charge an admission fee, sell tickets, or solicit donations without express written permission of the City.
12. Alcohol Policy: If alcohol will be served at the event, the applicant must contact the East Range Police Department at least four (4) weeks prior to reservation. No alcoholic beverages may be sold at the Community Building without a license or license transfer approved by the City Council. The applicant must have adequate procedures in place to ensure that no one under the age of 21 is served alcohol and to ensure that no one is served alcohol in an amount to cause intoxication.
13. Insurance Requirements: The City, in its discretion, may require the applicant to obtain liability insurance for any use of City facilities. If liability insurance is required, it must cover injury, death, and property damage, including coverage for alcohol related claims. The policy must be issued by an insurance company licensed to do business in Minnesota; the City must be named as an additional insured. The insurance policy has a \$1,500,000.00 minimum.
14. Staffing: The Building is not staffed 24 hours per day, 7 days a week. The applicant may be required to conduct incidental cleaning and maintenance (snow removal, wiping off counters, setting up tables and chairs, etc.).
15. Property: The City is not responsible for any personal property belonging to the applicant or the applicant's guests or invitees. City property is not to be removed from the Community Building.
16. General information:
 - a. WI-FI Password: Water3541
 - b. To use the fireplace, turn on the switch located on the left-hand edge of the fireplace. Ensure the unit is completely off prior to leaving.
 - c. First Aid Kit is located in the janitor's closet.
 - d. Contact lists are posted near the phone.

Disclaimer: The City does not deny access to the Community Center on the basis of race, religion, disability, marital status, public assistance, familial status, sex, creed, age, sexual orientation, national origin, and gender identity. Allowing any group to use the Community Building does not imply endorsement of a group's view by the City. The City reserves the right to deny events which are discriminatory to any protected class.