

## 360 Property Management 297 Mill Street Poughkeepsie, NY 12601

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## TERMS AND AGREEMENT

Hello Resident,

Thanks for booking our community space! Here are important guidelines to follow while using the space:

- If renting the room, we highly suggest purchasing event insurance. We are not liable for your event and will not cover lost items or damages on the day of the event. If you choose not to get insurance you will have to sign a waiver.
- If you plan on serving alcohol at your event you will need to get a temporary liquor and/or beer permit.
- Your rental includes the use of the community room, patio and fire pit.
- Please clean up after your event. We may hold your full deposit as well as charge additional fees if the space is not left in reasonable condition similar to that which it was found in.
- Please be considerate of all residents, no excessive music or noise.
- Please take out your trash. Dumpsters are located to the left of the community room.
- The gym is not a part of the rental. No, non-residents should be using the gym or in the gym. You will be fined \$50 per person for members of your party that enter the gym who are not residents.
- There are limited tables and chairs available from management. You may need to contact a rental company if you require more seating.
- Rental does not include anything else but the space. We do not supply plates, utensils, serving ware, etc.
- The community room can comfortably accommodate approximately 25 adults. If weather
  permits and you are utilizing the patio. The max number of members in your party must
  be 50. If over 50 you must speak to management for approval.
- Your party may not go beyond 10 PM. You may have an additional hour to clean up after the event. The room must be closed by 11 PM.

For any questions please contact 360 Property Management at 845-454-7700 Ext 141