

Room Rental Charge: Four (4) Hrs or Less \$100 Full Day Four (4) Hrs or More \$175
Additional Items: TV w/Video DVD Player \$50
Security Deposit: \$75

Please adhere to the following rules and regulations of the Community Room:

1. No smoking is permitted in the meeting room.
2. No alcoholic beverages are permitted in the meeting room or within the shopping center.
3. If food and/or drinks are served, they must be disposed of in receptacles provided.
4. Do not pin, tape or otherwise affix objects to the walls unless pre-approved by Mall Management.
5. Licensee and licensee's representatives must represent themselves in an honest and ethical manner.
6. No open flames or other potentially dangerous/hazardous materials or actions shall be permitted.
7. No excessive noise or annoyance is permitted in the meeting room or within the Shopping Center.
8. No licensee and/or licensee's representatives shall be allowed into the meeting room prior to 7 a.m. Monday through Saturday or 11 a.m. Sunday unless pre-approved by Mall Management.
9. The meeting room may not be used for the sale of any products or services.
10. The meeting room must be left in good order and condition, as it was prior to the event. All property not belonging to Westland Shopping Center must be removed immediately following the event. All items not removed will be discarded.
11. Payments and cancellations will be as follows: A separate security deposit of \$75.00 is required for each function, and must be paid at the time of booking in order to hold the space. The entire room fee must be paid in full prior to each function. The security deposit will be forfeited for cancellations, which are less than 72 hours prior to the function.
12. Westland Shopping Center is not liable for any loss, cost, damage, expense or injury arising out of or from use or occupancy of the Community Room.

Violation of ANY of the above rules and regulations will result in forfeiture of Security Deposit.