

**Thurgood Marshall Community Room - Building III
80 LaSalle Street, Rear Entrance, Main Floor**

The Thurgood Marshall Community Room is made available for the use of shareholders, for social gatherings for their family and friends or for activities sponsored by authorized Morningside Gardens groups. The rules for the use of the Thurgood Marshall Community Room, set forth below, have been adopted in order to minimize inconvenience to residents of Building III, and ensure the friendly, fair, orderly and safe use of the Community Room.

PLEASE PRINT

Shareholder: _____
First Name Last Name

Address: Bldg. # _____ Apt. # _____ Daytime Phone #: _____

User: Family Event _____ M.G. Group (enter name) _____

If Group-Sponsored, describe event: _____

Date: _____ Hours: From _____ To _____ Number Expected _____

RULES

1. **Maximum Capacity: 50 persons. (Fire Dept. Regulations)**
2. **Hours: 9:00 AM to 11:00 PM. CLOSING TIME STRICTLY OBSERVED.**
3. **Music: Keep at reasonable level at all times.**
4. **Decorations: Do not tape or nail anything to walls or ceiling.**
5. **Signs and Decorations: Do not place outside of building.**
6. **Advertisement: Do not advertise events outside of Morningside Gardens.**
7. **Board Policy: The Community Room may not be used for political, religious or commercial purposes.**

CLEANUP INSTRUCTIONS - PLEASE COOPERATE

1. **Kitchen: Leave clean and in good order.**
2. **Chairs and tables: Wipe clean.**
3. **Floors: Leave broom clean. Mop up spills.**
4. **Trash: Deposit all trash in designated containers.**
5. **For evening events: Notify Security to lock Building Entrance door.**

FEES

M.G. groups or committees (Camera Club, Players, etc.) - No Fee.
For shareholder social gatherings for their family and friends - \$25.00 Fee.
Key Deposit (Refundable): Key must be returned within 24 hours - \$10.00.

I have read the above rules and instructions and accept responsibility for their compliance.

Date: _____ Signature of Shareholder: _____