



Municipal Building
59 South White Horse Pike
Berlin, New Jersey 08009

Phone: (856) 767-7777
www.berlinnj.org

BERLIN COMMUNITY CENTER RULES AND REGULATIONS

The following is a list of requirements that must be followed in order to have use of the Conference Center:

1. When exiting the facility, all doors are to be locked and alarm reset.
2. When exiting the facility, all lights including the bathroom lights are to be turned off.
3. Do not remove any of the pictures, banners, or notices from the walls.
4. At no time is standing on chairs or tables permitted.
5. If light refreshments and beverages are served:
 - Spills are to be washed up immediately.
 - Trash/recyclables are to be placed in the correct containers.
 - No food is to be left behind.
6. The Foyer areas and Bathrooms are considered common areas and shall be accessible to all.

Applicant's Name (please print)

Applicant's Signature

Date

**FAILURE TO COMPLY WITH THESE REGULATIONS WILL RESULT IN THE LOSS OF PRIVILEGES TO
USE THESE PREMISES.**