

**BEAUMONT DEPOT COMMUNITY CENTER  
DONATIONS AND REGULATIONS**

The non-refundable deposit for use of the Beaumont Depot Community Center (BDCC) is \$100.00.

Any entity that plans to use alcohol on the premises must pay an additional \$250.00 refundable cleaning deposit. *BCA may require that the party reserving the facility secure a certificate of insurance for their event.* This deposit allows the users to use alcohol on the premises on the following terms:

- BCA must approve events at which alcoholic beverages will be served. BCA has the authority to make special regulations which may be more restrictive than those included in this agreement.
- Any caterer charging a fee for selling alcoholic or malt beverages must be licensed with the State of Kansas.
- The party reserving the facility will be responsible for providing adequate supervision for the dispensing and serving of alcoholic beverages to guests attending the event.
- All guests attending an event serving alcoholic beverages must be 21 years of age except if an individual is employed for the event to provide a service (such as entertainment) or if an individual is accompanied by a parent, legal guardian or other relative that is 21 or older.

Repairs for any damages done to the building will be charged to the person who reserved the BDCC and may exceed the deposit if necessary. BCA reserves the right to refuse future access to the Beaumont Depot Community Center to any person or group who damages the property or violates these regulations:

- Do not exceed the maximum occupancy of 75 persons when using the facility.
- All trash must be bagged and taken with you.
- All floors should be swept or mopped, including the kitchen as needed.
- Tables should be wiped off especially if used for food.
- All furniture should be left in the same place as it was before use.
- All lights should be turned off.
- No nails, screws, staples, tacks, tape or putty on walls.
- No use of glitter, confetti, silly string, rice or sparkles is allowed in the building.
- If using candles, they must be contained in a drip-free vessel such as rose bowls or hurricane lamps.
- No smoking in building.
- No pets in building.
- No food concessions allowed except as approved by BCA or the Beaumont Hotel.
- All events must be concluded by midnight of the day of the event.
- **Washable utensils, dishes, the oven, the sink, and the kitchen must be left clean.**
- **No damaging of property inside or out.**
- **All doors must be shut and locked.**

The Beaumont Depot Community Center will be checked after each use. The alcohol use deposit will be returned to the person who signed this reservation only ***IF*** all the regulations are followed. If any of the regulations are broken, the deposit will not be returned.

The BCA Board of Directors reserves the right to deny applications. ***THE BEAUMONT COMMUNITY ASSOCIATION, INC. IS ABSOLUTELY NOT RESPONSIBLE FOR ACCIDENTS NOR LIABLE FOR DAMAGE TO OR LOSS OF PROPERTY OR POSSESSIONS OWNED BY INDIVIDUALS OR GROUPS USING THE BEAUMONT DEPOT COMMUNITY CENTER.***

Reservations may be made by calling or emailing representatives of the Beaumont Community Association listed on the back of this page.

I, \_\_\_\_\_ [print name], have read and understand the rules and regulations for use of the Beaumont Depot Community Center.

\_\_\_\_\_  
Signature Required for Reservation

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized BCA Representative Signature

\_\_\_\_\_  
Date

Reservation information for the Beaumont Depot Community Center

Date Reserved for Use: \_\_\_\_\_

By Organization or Group: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Deposit categories:

Reservation Deposit (non-refundable)                      \$100.00                      \_\_\_\_\_

Alcohol Use Deposit (refundable)                      \$250.00                      \_\_\_\_\_

Check# \_\_\_\_\_ or cash. (Circle One)

DONATION RECEIVED                      \_\_\_\_\_

DEPOSIT RECEIVED                      \_\_\_\_\_

TOTAL RECEIVED                      \_\_\_\_\_

To make a reservation contact ...

BCA Board Member, Marce Brewer

Phone: 316-323-9951 Email: [mmbrewer@sktc.net](mailto:mmbrewer@sktc.net)

Or

BCA Member, Jeanne Squier

Phone: 316-377-3035 Email: [jeanne.squier@gmail.com](mailto:jeanne.squier@gmail.com)

**Beaumont Community Assn, Inc., 11724 SE Beaumont Rd., Beaumont, Kansas 67012, TIN 48-1246265**  
**A Public Charity 501(c)(3) organization with a mission to coordinate civic activities designed to**  
**involve our citizens, improve our community and enhance our lives.**