

# **Madison County Livestock and Fair Association Building Use Rules**

## **Community Building General Rules**

### **Kitchen**

- Empty oven, refrigerator and freezer and replace shelves if you have removed them.
- Clean stove, refrigerator and freezer (inside and out)
- Clean all counters
- Clean sink
- Clean up all spills on kitchen floor (Hand mop kitchen floor if necessary)
- Make sure you left nothing in the drawers, on shelves or on countertops
- Make sure all burners and oven are turned off and gas valve shut off behind stove
- Empty Trash –take trash to dumpster on east side of building and rinse out trash cans (please do not stack trash cans together so that they can dry)
- Make sure that kitchen door is shut tight and locked.

### **Bathrooms**

- Empty Trash – Empty all trash and disposal canisters and take to dumpster on east side of building.

### **Banquet Room**

- Put all tables and chairs away on carts
- Empty Trash and take to dumpster on east side of building
- Close all windows and doors
- Sweep floor

**Lock doors, turn out lights and leave keys on kitchen counter  
Failure to obey these rules will forfeit your deposit**