




# House Rules

*Thank You for following our rules.  
Preservation of the home for future generations is our priority.*

1. Rental space will not be reserved without a signed contract and required deposit. House occupancy is limited to 50 persons on the ground floor. Larger groups can be accommodated with the use of outdoor space. Tents, tables, and chairs included.
2. Renter will be liable for all damages that occur during the contracted rental period. The deposit will be refunded the following business day of rental date except under the following circumstances:
  - a. There is damage to the facility, furnishings, or grounds. Renter will be billed for all damages in excess of the damage deposit.
  - b. The house is not left in the same clean condition in which it was found.
  - c. Renter arrives before contracted rental time or leaves after contracted rental departure time.
3. Rental time includes decorating, set-up, the event, and all clean-up. The rental time applies to renter, any caterers, and any other group or individual associated with the rental.
4. Renter must be at least 21 years of age, must be present during the entire rental and is responsible for the rental. A ratio of 1 adult per 10 minors is required at all times. A minor is defined as any person under the age of 18 years old.
5. There is no smoking in the house or on the grounds of the house.
6. No candles may be lit in the house. A microwave and an electric buffet w/ removable warming plate is available for hot foods. 
7. Use existing nails for decorations. Please do not use tape on painted surfaces. Sticky tack or hanging strips are OK, but please be sure to remove carefully.
8. Do not put chairs or tables against walls or windows.
9. Wash buffet pans if used. Leave out to dry thoroughly, we will put them away.
10. Remove your items from refrigerator.
11. Remove trash and take with you. Reline trash container.
12. Use vacuum in kitchen closet to vacuum floors. Be sure no food or crumbs remain.
13. Tables and chairs inside should be returned to original location.
14. If tents are used, repack tents and place back in shed.
15. Tables used from shed, should be placed back in shed.
16. Turn off thermostat, unless otherwise instructed.
17. Turn off all lights.
18. Lock all doors and return keys to lock box.
19. Text Teresa Czyn at 404-694-8265 when you leave.



**Lilburn Community Partnership**  
**4155 Lawrenceville Highway • Lilburn, Georgia 30047 • [www.LilburnCP.com](http://www.LilburnCP.com)**  
**"Where Business and Residents Prosper"**