

# MEMENTO LODGE #37

IOOF Hall, 6240 Main Street, Georgetown, CA 95634

## IOOF Rules for Renters

1. **DECORATIONS**: Hall decoration is somewhat restrictive. In the main hall, NO TAPE, as it will pull off the paint (not even masking tape). The walls are plaster so *no tacks* or the wall will chip. About the 1” x 4” band of wood that surrounds the hall **at the eight foot level**—we allow you to push pin to this wood surface only, *no thumb tacks* as they are hard to remove and are usually left for us to remove. All decorations are to be taken down and removed by renter.
2. **ACOUSTIC PANELS**: Please, do not handle, touch, or attach anything to the acoustic panels on the wall, they are both extremely difficult to clean and expensive to replace.
3. **TRASH**: All trash generated by occupant must be removed from premises and disposed of properly by renter.
  - a. The dining room and kitchen should be mopped after use with warm water and a dash of floor cleaner located under the sink. Any spills or tracked in mud in the main hall should also be mopped with warm water and a dash of Murphy Oil located under the kitchen sink. The mop bucket and mop are located in the kitchen area or on the back porch. Always dust mop first, prior to wet mop, to remove any dry debris which will save from having to change the mop water as often. Do not use dust mop on wet areas as it will ruin the dust mop.
4. **LIGHTS**: Upon vacating the premises, make sure the heat is off as well as lights, and that all doors are locked. We keep the outside *front entry light* on for security reasons.
5. **TABLES**: All tables and chairs are to be returned to the location as you found them.
6. **CHAIRS (important)**: Chairs are marked with yellow, red, and blue “colored tape”. The chairs need to be stacked according to color.

\*\*\* For questions or additional information call: 530-320-3910