Hill Home and Historic Lanark Home Rules

- Rented furniture/equipment from outside vendors MUST be picked up no later than 10:00 am the following business morning.
- Smoking is not permitted anywhere inside the Hill Home or the Historic Lanark Home. Smoking is permitted outside the homes; however cigarette butts and other waste must be disposed of in proper receptacles.
- Animals (except assistance dogs) are not permitted.
- Children must be supervised at all times.
- No plants or articles in or outside of the Hill Home or the Historic Lanark Home may be moved or altered without prior approval of the Lanark Rental Coordinator.
- No flammable or dangerous materials or devices allowed. The use of propane or potentially combustible items may not be used without the prior consent of the Lanark Rental Coordinator.
- Photographs of artwork or collections found inside either of the two homes are not permitted.
- Alcoholic beverages may be served; however, the Renter is responsible for ensuring that alcoholic beverages are not served to persons less than 21 years of age. Serving intoxicated guests is prohibited.
- Decorations may not be placed on the walls or ceilings. Glitter, confetti, rice, seeds and similar materials are prohibited from use on the grounds. Plans to decorate, including the outside areas, must be approved by the Lanark Rental Coordinator. The use of tape, nails, tacks, glue and similar damaging items are prohibited.
- The use of candles and luminaries must be in pre-approved containers and locations.
- Parking on the grass, driveways and roadways is prohibited. Vehicles must be parked in the designated parking areas.
- All linens, china, crystal, flowers decorations, outdoor dance floors, augmenting lights, and sound systems are the responsibility of the Renter, and must not damage the grounds, floors, walls, ceilings, landscaping, etc., and must be within the electrical and other utility capacity of the site.
- Tents, tent lights, and chairs and tables are the responsibility of the Renter. Tent locations must be pre-approved by the Lanark Rental Coordinator. Tents may be erected the day before the event, but must be removed the next business day after the event. Rented chairs and tables and other outside furniture and equipment may be picked up the following business day after the event.
- Decorations, catering equipment and other materials must be removed after the event (same day).
Lanark Pavilion Rules

- Lanark Pavilion is a non-smoking facility.
- While decorations (e.g. banners) are encouraged, nothing may be hung or attached to the ceiling beams, ceiling fans or light fixtures. No staples, nails, glue, or duct tape may be used to affix any items to the walls, wooden columns or fire place mantel.
- The use of candles and luminaries must be in pre-approved containers.
- Confetti, glitter, rice, seeds or similar products are not allowed.
- Unauthorized vehicles are not allowed in areas other than the designated parking areas.
- No animals (except assistance dogs) are permitted.
- Children must be properly supervised at all times.
- Alcoholic beverages may be served in the Pavilion; however, the Renter is responsible for ensuring that alcoholic beverages are not served to persons under 21 years of age. Serving intoxicated guests is prohibited.
- No flammable or dangerous materials or devices allowed. The use of propane or potentially combustible items may not be used without the prior consent of the Pavilion Coordinator.
- Rented furniture/equipment from outside vendors MUST be picked up no later than 10:00 am the following business morning.

OUTSIDE PAVILION
- Remove all decorations, displays, materials and catering equipment.
- Pick up trash from the grounds and parking area and place trash in dumpster provided.

INSIDE PAVILION
- Remove all decorations, displays, materials and catering equipment.
- Remove table covers, tape, and any spills on tables, if applicable.
- Mop up all liquid spills.
- Sweep floor and dispose of trash into trash dumpster provided.
- Wipe down bathrooms and dispose of trash in trash dumpster provided.
- Return chairs and tables to the storage room, if applicable.
- Return broom(s), mop, bucket, cleaning supplies to designated place.
- Turn off all lights and fans prior to leaving.
- Lock doors to restrooms and kitchen area.
- Remove all garbage and place in the trash dumpster provided.

KITCHEN
Complete meals cannot be cooked in the kitchen. The stove may be used for warming or last minute browning. Caterers must prepare food to be served at an off-site location.
- Turn off all appliances.
- Remove food from on and in appliances.
- Wipe down all surfaces with disinfectant spray.
- Sweep floor and dispose of trash in garbage.
- Do not pour grease down the sink or put food down the drain.