

Orange Beach Wind & Water Learning Center User Responsibility Guidelines

1. Set up tables and chairs.
2. Wipe tables and chairs after the event.
3. Stack chairs, fold tables, and put back in place.
4. Clean fridge, grill, and outdoor sink if used:
 - a. Food not to be disposed of in the sink.
 - b. Remove all food from the refrigerator and clean.
 - c. Remove all food items from property.
 - d. Sweep out Sail Loft Classroom, if used.
5. Bathrooms – Sweep
6. Remove all trash and debris from premises to the Dumpster located in the Library/WWLC parking lot. Place new trash liners (located in the Storage closet) in all trash cans.
8. Wipe up all spills.
9. Turn off all appliances. Turn off all inside lights and fans.
10. Make sure all doors are locked.
11. Remove all personal belongings before vacating premises.
13. Turn off amplifier and microphone (if applicable).
14. User WILL NOT be allowed to do the following:
 - a. Sit or stand on TABLES or CHAIRS.
 - b. Attach ANYTHING to walls or ceilings.
 - c. Have an open flame, such as candles or camp fires, on the property.
 - e. Remove property from the building.
 - f. Use any of the sailing/kayaking/SUP equipment unless arranged for with WWLC staff prior to the event.
15. Turn off the grill (if used) and roll back inside the Sail Loft.

**CLEANING SUPPLIES will be set out for renter use beside the STORAGE
CLOSET in the SAIL LOFT CLASSROOM.**