

Usage Policies

for St. Mary Parish Hall & St. Mary School Lunchroom

1. The Parish Hall and School Lunchroom will be available on a first-come, first-served basis. All events shall be booked through the Parish Office. The Parish Hall and School Lunchroom may be used only for events that are consistent with the moral standards of the Catholic Church. Mass schedules take priority over the use of the Parish Hall or School Lunchroom.
2. A refundable deposit is required for all bookings.
3. User is responsible for the condition of the Parish Hall or School Lunchroom including garbage removal, sweeping/mopping/vacuuming of the floors, returning tables and chairs to original places, wiping tables off, etc., in all areas used, including hall, kitchen, and lavatories.
4. Glass dishes, silverware, coffee pots, condiments, and other items may be used for events or activities. User to furnish all food, coffee, and juice. No red juice is allowed in the Parish Hall.
5. Lights, exhaust fans, ovens, and stoves shall be turned off. Bathrooms shall be checked for running water, lights, etc. Doors and windows shall be properly locked and closed.
6. User is able to use the refrigerators but cannot remove anything that is already in them. User shall remove all articles they brought from refrigerators before leaving.
7. Dish towels and cloths used should be laundered and returned by the user.
8. No smoking or pets are allowed in the Parish Hall or School Lunchroom, with the exception of service animals.
9. Borrowing or removing furniture/kitchen items from the Parish Hall or School Lunchroom is not permitted.
10. No stapling or securing of anything that defaces or destroys walls, doors, or any other surfaces.
11. Rice, confetti, soap bubbles, and silly string are not allowed inside the Parish Hall or School Lunchroom.
12. Alcohol will be allowed on a limited basis. No open bar will be allowed.