### When can we see the room?
- During open hours.
- When the room is not being occupied by a class.
- Reservations are recommended, email fvrecreation@fountainvalley.org

### What time is available to rent?
- Building Curfew: Sunday - Thursday, 10:00pm. Friday & Saturday, 12 midnight (must be cleaned up and out of building by curfew).
- $15/ hour will be charged for staff for rentals outside normal operating hours.

### Is alcohol allowed?
- At adult functions ONLY!
- Alcohol is not permitted at any youth functions 18 years & younger:
  - baptisms
  - birthdays
  - student activities
  - quinceaneras

### Security – When serving alcohol
- When serving alcohol, you must provide security guard(s) from an agency for your event:
  - 1 security guard per 80 people
  - 2 security guards per 160 people
- When the contract is sent, it will include a list of security guards you may contact.
- The security guards need to be present during the party; not during decorating/clean-up.
- All parties serving alcohol must purchase insurance from the City of Fountain Valley.

### Set-Up
- Set-up diagrams must be submitted at least 14 days prior to the event. Tables and chairs will be set-up for you.

### Can we have a band?
- Yes, you can have DJ or band. Music must stop playing at 9:00pm Sunday- Thursday, and 11:00pm Friday & Saturday.
- There is no AV equipment supplied by the City.

### Clean-Up
- You must leave the rooms and kitchen in the same condition in which you found it.