

**USE OF BUILDING FORM**  
**TUFTONBORO TOWN HOUSE**

The Town of Tuftonboro is pleased to accommodate various groups and citizens with the use of the Tuftonboro Town House at 247 Middle Road in Tuftonboro.

The Town requests that certain rules be followed:

1. Replace all the chairs and tables to their original location at the completion of the use and that the Town House is left neat and orderly.
2. Remove all rubbish and food debris from the premises. The Town does not provide for any regular rubbish removal so we appreciate it if you take it with you.
3. The Town also asks that you recycle the following items: paper, cans and bottles. Recycle bins are provided.
4. Bathrooms should be checked before leaving to make sure the toilets are flushed and there is no paper on the floors or counters.
5. Please store any items you use on a regular basis in the small storage room to the left of the door as you come in. They should be placed neatly so that others may also use this space.
6. In the event the building is not clean and orderly when you arrive, please notify the Town.
7. Please set the heat at 58 degrees and lock all doors before leaving the premises.

Thank you for your compliance in this matter.

Board of Selectmen  
Town of Tuftonboro

Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Day/Date/Time Requested: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Contact Number/Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_