

CITY AND BOROUGH OF SITKA

HARRIGAN CENTENNIAL HALL POLICIES

General Rules Which Apply To All Use Of The Harrigan Centennial Hall

The Harrigan Centennial Hall (HCH) is a City and Borough of Sitka (CBS) owned facility for the benefit of the community.

1. Use of the HCH is on a reservation basis with exceptions subject to appeal through the Building Manager. The Building Manager determines appropriate utilization of the HCH, reserves the right to make suggestions and to place the group in the appropriate room.
2. Users of the HCH shall be responsible for any damage that may occur during their use and shall either pay for the damage or repair it to the satisfaction of the Building Manager. To avoid any damage or defacement all users must check with the building staff prior to affixing anything to the walls, floor or ceiling.
3. Alcoholic beverages may be served and consumed in the HCH for limited specific hours. A special alcohol fee will be assessed. Each specific period of time shall be approved by the Building Manager prior to the event. All alcoholic beverages shall be served in accordance with the regulations of the Alaska Alcoholic Beverage Control Board and CBS.
4. The HCH is a non-smoking building.
5. The CBS will not be responsible for any personal equipment being used or stored in the HCH by any user. All equipment storage must be approved with the Building Manager.
6. The HCH will not be open to the public without a paid HCH staff member or person designated by the Building Manager.
7. The Building Manager may make additional rules to cover special uses.

<http://cityofsitka.com/dept/cent/index.html>