

North Kingstown Community Center

This building must be maintained by its users. The following is a list of guidelines we ask all to follow to ensure this building will be here for everyone to enjoy. Any user, group, private party, or organization will be prohibited from future use of the building if the guidelines and regulations are not followed during your time in the building and your security deposit will not be returned.

It is the objective of the town to make this building available to all of North Kingstown and we ask that you always leave the building just a little better than you found it.

1. Key must be picked up and returned to the Recreation Department (80 Boston Neck Road) right before and right after your event or you will lose your key deposit.
2. All tables and chairs are to be returned to their racks in an organized manner and racks should be returned to their designated spots in the back left storage room.
3. Please leave and lock up in the same manner you would your home. Windows and doors are closed and locked.
4. No water is left running. If there is a plumbing issue, please call (401)268-1542 and leave a detailed message.
5. All trash is bagged and removed from inside the community center and placed into the outside dumpster.
6. All lights are shut off. Nothing is left plugged into outlets.
7. Heaters are all left to status designated on them or shut off. (heaters can be left at 60 during winter to keep pipes from freezing and 72 in summer to be comfortable for next party coming in).
8. NO ALCOHOLIC BEVARAGES allowed on premises unless you have obtained the proper licensing and insurance as mandated by the Town of North Kingstown.

There are cleaning supplies in the cleaning closet to assist with your clean up or you are welcome to bring in your own cleaning supplies if you prefer.

Any Damage should be reported immediately by calling (401)268-1542. The building is inspected after each function and failure to follow the above guidelines may result in the loss of your security deposit.