



Rules & Policies

Using the Facilities

1. Regular abuse of the community refrigerator may result in member being banned from use.

Personal Property

1. FCFL bears no responsibility in the event a personal item is lost or stolen on the premises.

Facility Management & Security

1. Permanent improvements and beautification of FCFL by the Members is encouraged. Please receive prior approval for any changes that require financial investment or more than 2 hours of labor to be undone.
2. Respect all private and shared property. Damaging or misplacing said property will require restitution and may involve other penalties, up to and including criminal prosecution.
3. Be excellent to each other.

Making Reservations

1. If you want to make a reservation, you must contact our staff.
2. The public spaces at FCFL are available on first come first serve basis and need to be reserved for group events. FCFL has the discretion to disallow, change available location or cancel any event for any reason and is not liable beyond the fees paid to reserve the facility.
3. Alcohol consumption at formal events is prohibited unless explicit permission by FCFL is granted.
4. Full balance of the rental fee is due 1 week prior to the event unless otherwise

noted.

5. Personal property and facility management rules apply to event organizers. Refundable deposits will be deducted from the final total fee for a reservation.

Privacy

1. Member permits FCFL to photograph or write about their activities at FCFL. FCFL is free to publish such materials in internal and external materials. While the default mode of operation at FCFL is public, Members may request that specific conversations, activities, or documents remain private upon making reservations or by posting or announcing the request for privacy and confidentiality.