



Guidelines for Usage of Property and Facilities Hughston's Resource Education Center at "Lost Acres"

1. THIS PRESERVE IS A *TOBACCO FREE FACILITY*.
2. Alcoholic beverages are NOT PERMITTED ON THE PROPERTY OR GROUNDS OF HUGHSTON'S RESOURCE EDUCATION CENTER at any time.
3. Consume ONLY foods, drinks, and supplies that YOU bring. PLEASE DON'T USE ANY UPSTATE CHAPTER CONSUMABLES.
4. BEFORE LEAVING, clean the property on the day of your event. Other arrangements for CLEANING PROPERTY MUST BE MADE AND APPROVED IN WRITING WITH THE RENTAL OR DEPOSIT MAY NOT BE REFUNDED.
5. Turn off all lights when activities/programs are concluded.
6. Lock all buildings' doors and gate at front entrance before leaving.
7. Be sure all fires are out. Pour plenty of water over fire pits and stir ashes to be sure they are extinguished. Renters must abide by local fire ordinances.
8. Take all trash from your activity/program. Please do not leave it on the property.
9. Place #1 recycle plastic containers and aluminum cans in bins.
10. Check bathrooms and make sure all commodes are flushed and faucets turned off before locking doors. DO NOT leave any water running in kitchen, bathrooms or hoses.
11. Unused portions of drinks and ice may be poured on the ground beside the pavilion.
12. Leave **NO litter** on the grounds or trails.
13. Flower gardens should not be entered or disturbed in any way.
14. The **rocks** outlining the flower gardens **must not be disturbed**.
15. Do not touch or move weather stick by kitchen door, bird houses or any signs in the garden.
16. Respect our forest areas; leave all plants and rocks in their place.
17. Keys or padlocks should not be removed from the buildings or gates.
18. The hunting, trapping, or killing of any animals is forbidden. This includes snakes.

Name _____

Organization _____

Date/s of Use _____ Hughston's Resource Education Center Facilities _____ Camping Site
(Pavilion, Kitchen, Fire Ring, Bathrooms, Nature Trail)

Telephone Number _____ (Cell) _____ e-mail _____

For Office Use Only: Condition Following Use: _____
