

**MAIDSTONE TOWN OFFICE POLICY ON USE OF TOWN  
HALL**

1. Leave the building as you found it.
  - A. Sweep if needed
  - B. Wash off table if needed.
  - C. Clean bathroom area if needed.
  - D. Mop up spills if needed.
  
2. Turn off the lights
  
3. Lock the building.

**Thank you!**

**The Selectmen**

I/We \_\_\_\_\_ agree to abide by your policy.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Please Print your name.