

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

IN THE NAME OF ALLAH THE MOST MAGNIFICENT THE MOST MERCIFUL

UIC Rental Summary Rules

The Upstate Islamic Center (UIC) can be rented by any community member for a private event at anytime as long as it does not interfere with a community planned event. The general rental rules and rights and obligations are listed below:

- 1- All events must comply with general Islamic rules (No Alcoholic beverages are allowed, no smoking inside the building is allowed, no un-Islamic behavior is allowed,...).
- 2- All events must comply with the state law and the health and safety regulations.
- 3- The rental fee is \$375, which includes hall rental, usage of tables and chairs, and cleaning of **ONLY** bathrooms and hall floor after the event.
- 4- The rental fee must be paid in full at the time of reservation. The check must be written to the *Islamic Society of Greenville*. All fees go to the ISG Masjid account.
- 5- A security deposit check of \$250 must be provided, the check will be returned if no damage is incurred during the event.
- 6- Reservation and cancellation must be through the ISG treasurer in person or by e-mail: treasurer1@greenvillemasjid.com
- 7- Cooking is not allowed in the building, the kitchen can be used for warm up or food arrangement and clean up after the event.
- 8- The event holder is responsible for:
 - a. Set up for the event including rolling up the carpet and setting tables and chairs
 - b. Bringing his own utensils and garbage bags
 - c. Cleaning any spills or obvious food drops on the floor
 - d. Cleaning the kitchen and the fridge back to the same clean condition before the event
 - e. Removing all trash and garbage bags to the dumpster
 - f. Folding and cleaning the tables and chairs after the event
 - g. Any damages to the facility and all other liabilities related to the event

For any questions please contact the ISG treasurer at treasurer1@greenvillemasjid.com

The Upstate Islamic Center (UIC) is built by the community for the the community to enjoy, and it is everyone's responsibility to keep it in a good shape for the next generations to enjoy.

Jazakom Allah Khair for your cooperation

UIC Committee