

**TOWNS POLICY ON**  
**PUBLIC USE OF TOWN HALL MEETING ROOM**

1. Meeting room in Town Hall will be available to Political Organizations; and County, State & Federal Agencies.
2. All applicants must give the Town clerk two (2) weeks prior notice for use of the room.
3. No food or drink allowed in meeting room.
4. Meeting room cannot be used for fundraising events
5. Meeting Room will be available between the hours of 6:00 pm to 10:30 pm Monday thru Friday.
6. Special requests should be presented in writing to the Town Board for approval