

Round Top Farm Property Use Policy

The following is a checklist of requirements of any user of the land or buildings of the Round Top Farm campus.

All users of the Round Top Farm facility must agree to the following requirements for use to ensure the success of their own event and the continued condition and availability of this resource for future events. The overarching request that we make of all users of this facility, whether it includes the buildings, the surrounding lands or a combination, is that users return conditions to the same or better status as they found them.

1. Users must provide the DRA with a certificate of insurance adding the DRA as “additionally insured” covering their event/activity including preparatory and breakdown periods.
2. Users must provide evidence of having the proper licenses from the Town or State for their event/activity. These include liquor/gambling (i.e. if liquor is sold or a raffle is held) 3. Users may need to provide port-a-potties depending on the nature and size of the intended event/activity.
4. User agrees that the Premises will be kept in a clean, safe and orderly manner, including walls, floors, kitchen, and carpets, with all trash or garbage to be stored in trash containers and disposed of by end of use. This is a carry in – carry out facility in terms of trash. Tables and chairs will be folded and put away along the Barn walls after the event. The Barn basement is not included as part of the rental space. The DRA Banner shall remain on the wall of the Barn throughout the entire rental period.
5. No open fires or flames (i.e., candles) are allowed. Barbeque grills and lobster bake cookers are allowed outside on gravel area. Use of range top is not permitted. Use of oven is permitted only for warming. There is no cooking/baking allowed in the buildings. User shall bring no hazardous nor flammable material onto the Premises unless with the specific written consent of DRA
6. There will be no smoking in any of the buildings. User agrees not to cause or allow on the premises any excessive nuisance, noise or other activity which disturbs the peace and quiet of neighbors, DRA or other occupants at the Premises nor violates any law, regulation or ordinance.
7. Parking of cars, vehicles and equipment shall be at designated areas only as directed by DRA and not on lawn areas unless specifically permitted by DRA. Vehicles may not block the roadway through the property, paying special attention to the road in front of the barn. This must be kept clear of vehicles for emergency access.
8. No DRA staff will be available for your event beyond scheduling, providing access, and basic guidance regarding the use of the facility.
9. When User is not making use of the Premises, User shall see that the Premises are secured and that all doors and windows are closed and locked.
10. User has inspected the Premises and is satisfied with the condition of the Premises.
11. In the event of default in any of the terms of this agreement, User shall forfeit the balance of the term of use and vacate the Premises.
12. A separate \$500 check paid to the order of the Damariscotta River Association shall be deposited in a DRA account and held as a security deposit. Should the event take place with no damage incurred, the \$500 shall be returned.
13. DRA /Round Top Farm Caretaker David Wellman must be employed by User only through an independent contract with said David Wellman, to be arranged and agreed upon by User and David Wellman, separately and without liability to DRA.
14. In the event of damage to the Premises, DRA shall be entitled to the costs of repair of such damage together with any fees incurred to collect the same including reasonable attorney fees.