



**Salt Lake County Parks  
and Recreation**

**FACILITIES PRE AND POST RENTAL REVIEW**

Reservation Date		Reservation Time			
Name of Group/Organization		Number of People			
Name of Responsible Person		Number of People			
<b>Check-in</b>				<b>Check-out</b>	
<b>Y</b>	<b>N</b>	<b>Activity Barn, Ice House, Party House</b>		<b>Y</b>	<b>N</b>
		Decorations need to be removed after the event (balloons, paper decorations, etc.). No signs of nails, tape, glue, staples, or other devices that may have marked or left holes in any part of the building. Note: Blue painter's tape is allowed to be used. (Please DO NOT use duct tape)			
		Tables and chairs need to be returned to their designated storage location.			
		Floors need to be swept or vacuumed and mopped.			
		Garbage and recyclables need to be placed in the designated cans. <b>Please recycle.</b>			
		Oven, stove, sink, microwave oven, refrigerator and countertops need to be cleaned.			
		Restrooms need to be left clean with all toilets flushed and all paper picked up off the floor.			
		All equipment, materials and supplies belonging to the lessee (renter) have been removed from the premises at the conclusion of the event.			
		No open flames, candles, hay, or other flammable materials are to be used.			
		No modifications may be made to any part of the buildings including the exhibits or tables upstairs in the Activity Barn.			
		No alcohol of any kind on Farm property			
		No smoking in the buildings			
		Any special equipment (extension cords, etc.) that were borrowed and/or rented from Wheeler Historic Farm need to be returned as indicated.			
		<b>Out</b>	<b>In</b>	<b>Item</b>	
				Microphone	
				Microphone Stand	
				Extension Cords	
				Stage	
				Piano	
				iPod Attachment	
				Screen	

Signature, Wheeler Historic Farm attendant	Date
Signature, Lessee (group or organization responsible person)	Date

Comments:



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<b>Check-in</b>		<b>Check-out</b>	
<b>Y</b>	<b>N</b>	<b>Outdoor Areas, Camping, Lawns, Pavilion</b>	<b>Y</b>
<b>N</b>	<b>N</b>		<b>N</b>
		Decorations need to be removed. (balloons, paper decorations, etc.). Note: Blue painter's tape is allowed to be used. (Please DO NOT use duct tape)	
		No signs of stakes, nails, tape, staples, or other devices that may have marked or left holes in any part of the lawns, trees, tables, or camping areas.	
		Garbage and recyclables need to be placed in the designated cans. <b><u>Please recycle.</u></b>	
		Any special equipment (extension cords, etc.) that were borrowed and/or rented from Wheeler Historic Farm need to be returned as indicated	
		All equipment, materials and supplies belonging to the lessee (renter) need to be removed from the premises at the conclusion of the event.	
		Tables and chairs need to be cleaned off and returned to their designated storage location.	
		No alcohol of any kind on Farm property	
		Any special equipment (extension cords, etc.) that were borrowed and/or rented from Wheeler Historic Farm need to be returned as indicated.	
Signature, Wheeler Historic Farm attendant		Date	
Signature, Lessee (group or organization responsible person)		Date	

Comments: