

# Ellis Barn

## Renters and Vendors Sheet

### Barn Restrictions

- All doors must remain unlocked before, during and after an event.
- No open flame of heating units (curling irons, sterno, halogen lights, coffee makers, etc.) are allowed within 100 feet of the barn to the closest point of the barn.
- No tacks, nails, staples, tape, or anything that will leave a mark on the barn are allowed on the interior or exterior of the barn. Non-residue tape is permitted.
- Nothing may be set up in the stairwell as it is a fire code violation
- All open food and drink must be covered or removed at night or it will be thrown out.
- No item of any kind may be attached, suspended or wrapped to any of the mounted interior or exterior light fixtures or conduit
- To hang anything from beams, it must be rope only. No cables, wires or chains are allowed around the beams.
- No signs at any time may be removed from the barn (inside or outside)

### Equipment

- There is no equipment of any kind available on-site to use or borrow.
- All electrical cords, utility cables and speaker wires must be secured with plastic utility cables covers or Non-residue tape. (Duct tape is NOT permitted)
- Extension ladders are not permitted. A-frame ladders with protective feet are allowed. They may NOT exceed 10 ft. in height.
- Vehicles
  - Vehicles may access the ramps on either north or west side of the barn for drop off or pick up only. Vehicles may back up, but NOT on to the cement pads on the ramp. Vehicles may not park or remain on the ramp. This is for active loading or unloading only. Upon completion of unloading vehicles must be moved to designated parking space.
  - Vehicles may NOT enter the barn.
  - Vehicles may not park on grass or dirt between barn and the roads/split rail fence
- Oakland County Parks must approve the location of all tents and exterior equipment that needs to be staked or secured into the ground.

### Misc. items

- There is no potable water available at the Ellis Barn
- No Portable air conditioners or portable heat are permitted in the barn
- No animals allowed on the premises with the exception of Service Dogs
- No drones allowed
- No helium balloons, rice, confetti, streamers, sparklers, or glitter.

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  - Upon completion of unloading, vehicles must be moved to a designated parking space.
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