

# Policies and Fees for the Cherokee County Community Rooms

The Cherokee County Board of Commissioners' Office is proud to have five (6) county community centers strategically placed throughout the county for your use. Please review our policy regarding facility usage and as we try to maintain safe, clean facilities in each of our centers. Thank you for your interest in using one of your community rooms.

1. **Prohibited Uses:** Use or possession of **Alcohol/Intoxicants, Gambling** – bingo<sup>1</sup>, lotteries, etc., **Smoking Flames/ Fires/Grills/Open Flammable Materials, Weapons/Firearms/Ammunition** – unless use is contingent upon the employment of approved security guards. **Excessive Noise** – no person may make or create excessive noise which may disturb the peace of the surrounding community. (Food should be limited to finger foods; less messy; easy clean up type items).
2. **Hold Harmless:** The party to this agreement will indemnify, defend and hold the County harmless from all losses, damages, claims, suits and actions (including court costs and reasonable attorneys' fees) ("Claims") arising out of use of the facilities and grounds.
3. **Condition of Facilities:** During the use of the premises (community room, lobby, restrooms, and grounds) the party shall maintain said premises in good repair and clean condition. If the premises are not returned clean and in good repair, the party may be subject to a minimum one hundred dollar (\$100) cleaning fee, and pay for all damages. *The party is responsible for returning the premises to its original condition*
4. **Personal & Private Celebrations:** **Limited Reservations** of facilities for parties and celebrations that are essentially private in nature. This includes **birthday celebrations, anniversary celebrations; wedding receptions, and other similar activities, and public dances** – unless they are sponsored by the County.

## Fee Structure

**Nonprofit/Youth Oriented Community Service Organization** (e.g. Boys and Girls Club, Scouts, YMCA)

**Nonprofit/Community Sponsored Activity** (e.g. religious organization, cultural celebration, civic association, political organization); **Other Services** (e.g. garden clubs, quilting).

**A modest fee of \$25 per organization, per use,** will be assessed to assist in the maintenance and cleaning of the facilities. If the facility is damaged or left unclean, the organization will be charged a \$100 cleaning charge.

**Private celebrations** (birthday parties, receptions, private meetings, etc.) **will require a non-refundable \$175 usage fee.**

**Capacity:** No meetings or events should exceed the maximum number of 79 persons as mandated by the Fire Marshal of Cherokee County. **Parking is limited.**

# Reservations for Community Centers

## HOW TO RESERVE SPACE?

### 1. PLAN AHEAD!

You can reserve the community room in one of the six (6) Cherokee County Community Services Center sites anytime during the year with at least seven days notice for Monday through Friday use. We suggest that you allow at least two weeks notice to reserve weekend and holiday use. You may visit the County's web site at [www.cherokeega.com](http://www.cherokeega.com), under the *I want to* menu click on *reserve community room*. Check availability and also apply to reserve your space. The community room will be reserved on a first come first service basis.

Cherokee County Community Center  
at Airport Industrial Park  
1190 Evenflo Drive  
Canton, GA 30114

Cherokee County Community Center  
at Oakgrove  
9550 Bells Ferry Road  
Canton, GA 30114

Cherokee County Community Center  
at Oakgrove  
100 Ridgemill Court  
Acworth, Georgia 30102

Cherokee County Community Center  
at Freehome  
9253 Freehome Highway (SR 372)  
Canton, GA 30115

Trammel Carmichael Community Center  
at Hickory Flat  
7675 Vaughn Road  
Canton, GA 30115

Cherokee County Community Center  
at Waleska  
9081 Fincher Road (Hwy 108)  
Waleska, GA 30183

Keys are to be picked up at the Cherokee County Public Safety Building (Fire Department) located at 150 Chattin Dr, Canton, Ga. 30115. Keys will be distributed no more that 2 days prior to an event and keys must be returned within 48 hours of an event/meeting. Keys are to be picked up and returned between the hours of 8:00 am to 5:00 pm Monday thru Friday.

### FOR ADDITIONAL INFORMATION AND ASSISTANCE, PLEASE CONTACT:

Tammy McPherson  
Cherokee County Fire/Emergency Services  
150 Chattin Drive  
Canton, Ga. 30115  
Office- 678-493-4000  
e-mail: [tmcpherson@cherokeega.com](mailto:tmcpherson@cherokeega.com)