

FACILITIES CHECKLIST

A suggested facilities checklist is provided on page 2. Before each dance, the facility should be checked and items that are not in proper working order should be noted and brought to the attention of the representative of the facility (custodian) before taking possession of the facility. Things to be noted might be dirty or sticky floors, loose tiles or floor boards, problems with lighting, etc. A copy of the form needs to be given to the representative of the facility noting any problems.

If this is not done, the Club could later be billed for repairs or cleaning, or held liable if the condition of the facility is inadequate for dancing and an accidental injury is sustained by a dancer as a result of faulty conditions.

**INSPECTION OF FACILITIES FOR
CONDITIONS OF SAFE USE**

Location _____

_____ **Dance Floor**

_____ **Parking Lot Area**

_____ **Entrance Area**

_____ **Stage Area**

_____ **Kitchen and Dining Room Area**

_____ **Restrooms**

_____ **Lighting Facilities**

_____ **Furniture**

_____ **Windows & Window Coverings**

We have inspected the dance facilities provided for our use, both before and after the conclusion of our dance. We find all conditions to be normal and acceptable for safe use, except as noted above.

Signatures

Representative for Club _____ Date _____

Representative for Facility _____ Date _____

Make a copy of this form to give to the facility.