



FACILITY RULES OF USE

By requesting access to use rooms at the FSU College of Law, users agree to abide by the following rules.

1. Please return everything in the room to the way you had found it unless other agreements are made.
2. If you are having food or beverages at your event please make sure that you completely clean up after your event.
3. Do not leave any trash or event materials or supplies in the room. If an attendee of your event left something behind, please take it with you or take to the lost and found in the law library.
4. Removal and/or alteration of law school property, furnishings, or equipment (including chairs, tables, microphones, etc.) is strictly prohibited without the prior consent of the administration.
5. Do NOT attempt to move the podiums (they are purposefully attached to the floor). If you are planning a special event which requires relocation of a podium, please inform the Technology Office in advance of your event.
6. Absolutely NO smoking/tobacco use, alcoholic beverages (except with advanced, notice and permit request approved), bicycles/mopeds, or animals/pets (except official service animals) are permitted at any time, in any area of the building.
7. Doors that are electronically locked may NOT be propped open or left ajar. Doing so sends an alarm to the FSU Police Department.

Failure to comply with the above rules will jeopardize your ability to reserve space at the law school in the future.