

Central High School Alumni Building Use & Guidelines

The Central High School Alumni Building is available to the Central Alumni Association by Order of The Metropolitan Nashville Public School System and The Metropolitan Nashville Government. For this we the Alumni Board of Directors are forever grateful. Under a Memorandum of Understanding the use of this building and the surrounding grounds are to be used for the express purpose of conducting Central Alumni Business and the gathering, displaying and storing of Central Alumni Memorabilia. Other uses may include Association fund raising events and or class parties, planning meetings and private gatherings by individual Alumni members that are in good standing. This building is the property of Metropolitan Nashville Government and therefore any and all use of this property shall be consistent with all local laws, rules and contracts be they written or implied.

The following guidelines should be observed:

(1) No smoking or alcoholic beverages on the premises - by order of the Metropolitan Nashville government.

(2) Please clean up all messes made by your group. Cleaning materials and utensils can be found in cabinets next to the stove. All dishes, utensils and other items are to be placed back in the location where they were found. Trash containers are located throughout the building, and upon leaving, all trash should be placed in the dumpster by the entrance gate.

(3) No pets/animals are allowed. Service animals are exempt.

Central Alumni class chair persons may reserve the building by calling David Waddey, Alumni Historian at 615-383-0532 - cell 615-973-2437 or e-mail: drw37211@yahoo.com. However, reservations other than free use are not final until receipt of payment in full. Please read following explanation below:

All reservations will be taken on a first come basis. All reservations shall require the approval of the class chair. The current year 50th Anniversary Class will have a standing reservation for the building on the day prior to the Annual Alumni Banquet at no cost, provided that a confirmation is received from said class chair prior to January 1st of the Banquet year. Each class shall have one (1) free use of the Alumni building per calendar year. All classes having achieved a 100% name plaque honor shall receive one (1) additional free use of the Alumni building per calendar year. All class chair persons may also reserve the Alumni building free of charge for planning meetings, but shall be limited to no more than ten (10) members and for no more than two (2) hours.

The above statement concerns only those class chair persons who wish to reserve the alumni building with their free use allotment.

The cost of reserving the building for all other functions is a non-refundable Thirty dollars (\$30.00) per event. With each rental fee of Thirty dollars (\$30.00) the class will receive One (1) name plaque as a gift in kind. Only paid events shall receive a gift in kind. All rents must be paid upon time of reservation and with full knowledge of the No Refund policy that becomes effective January 1st 2014. All reservations should be made by check and made payable to Central Alumni Association Inc. and mailed to Bruce Wilson, 4723 West Longdale Dr., Nashville, TN 37211 or Central Alumni Association, P.O. Box 404, Hermitage, TN 37076-0404. Please include the name for which a plaque is to be made and note if it is "In Memory of" ... please check for correct spelling and class year.

The above statement only concerns the class chair persons who wish to rent the alumni building

These Guidelines and Rules may be changed at any time by the Executive Committee, of Central Alumni Association Inc.

Effective January 1st 2014

This document replaces all Guidelines and Rules previously posted.