

**Warren County Courthouse Grounds  
Regulation & Use Agreement**

Name of Group \_\_\_\_\_

I, as a representative of the above named group, hereby reserve facilities indicated on the Application & Regulation Use Agreement. As a representative of this group, I understand it is my duty to see that all Warren County Courthouse rules are obeyed by the group while using the facilities. The following rules and regulations are especially applicable to the use of the facilities of the Warren County Courthouse.

1. The court schedule as adopted by the Administrative Office of the Courts and designated the Superior Court Master Calendar and the court schedule adopted by the Chief District Court Judge of the Ninth Judicial District for District Court will have first priority in use of the courtrooms.
2. All use of the Courthouse grounds shall be with the permission of the Office of the County Manager.
3. There will be no open flame cooking on the Courthouse grounds.
4. There will be no alcohol brought into or consumed in the Courthouse or on the Courthouse grounds.
5. **The official representative is held responsible for the proper use of Warren County Courthouse grounds.** Failure to comply with the rules and regulations governing the use of this facility may result in not being allowed to use the facility in the future.
6. Organizations using Courthouse grounds are responsible for notifying Warrenton Police Department of your scheduled event.
7. No vehicles are to be parked on Courthouse grounds.
8. No “porta-johns” shall be placed on Courthouse grounds.
9. It is the responsibility of the organization using Courthouse grounds to properly clean and remove any items brought in for the event as soon as the event is over.

I clearly understand the above and will be responsible for my group's complying with all regulations.

\_\_\_\_\_  
Signature of Group Representative

\_\_\_\_\_  
Signature of County Manager

Date \_\_\_\_\_

Date \_\_\_\_\_

# *Warren County Courthouse*

## **Application & Regulation Use Agreement**

1. Name of Group \_\_\_\_\_  
Person in Charge (attending with group) \_\_\_\_\_  
Address \_\_\_\_\_ Phone ( \_\_\_\_\_ ) \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_
2. Purpose of Event \_\_\_\_\_
3. Date(s) Requested \_\_\_\_\_
4. Time Arriving \_\_\_\_\_ Departing \_\_\_\_\_
5. Expected Attendance: \_\_\_\_\_
6. Use Preference: (Please check below to indicate your use preference)  
\_\_\_\_\_ Courthouse Square

*Facility Information:*

***Warren County Courthouse  
109 S Main St  
Warrenton, NC 27589***