

**Till it Shines, LLC
WALTER GERRELLS PERFORMING ARTS CENTER
POLICIES AND PROCEDURES FOR - SECURITY**

No Contract Security Officer shall carry a firearm on the premises.

No Contract Security Officer shall be assigned by a Contract Security Company who has been convicted of a Felony involving theft, arson, assault with a deadly weapon, murder, rape or burglary.

No Contract Security Officer shall solicit, accept or attempt to remove any item from any exhibit, display, or other functions in the Walter Gerrells Performing Arts Center.

While on duty, no Contract Security Officer shall smoke in public, drink alcoholic beverages, or act in any manner which would reflect negatively upon himself (herself), his (her) employer Till it Shines, LLC or the Walter Gerrells Performing Arts Center.

Contract Security Officers shall remain in their assigned areas of responsibility at all times.

Till it Shines, LLC reserves the right to remove any Contract Security Officer from the premises at any time, to be replaced immediately at the expense of the Contract Security Company.

All Contract Security Officers shall wear a uniform as deemed by the Contract Security Company at all times. The uniform shall be professional in nature. Any Contract Security Officer failing to meet uniform standards will be replaced immediately at the expense of the Contract Security Company.

Any Contract Security Officer found sleeping while on duty will be removed from the premises and replaced immediately at the expense of the Security Company. The individual found sleeping will not be allowed to work at the Walter Gerrells Performing Arts Center at any future time.

The Contract Security Company shall provide Till it Shines, LLC the contracted schedule of when and where all security offices will be located no later than 48 hours prior to the event start date.

The Contract Security Company shall provide Till it Shines, LLC a 24-hour access telephone or pager number for any emergencies associated with the event.

If any of the above rules are violated, Till it Shines, LLC reserves the right to immediately remove the Contract Security company and all its agents from the Walter Gerrells Performing Arts Center and ban them from working at the WGPAC at any future time.

Security Company failing to abide by the above rules will forfeit their right t use the WGPAC.

I have read the rules and agreement, understand and agree to abide by the terms.

Security Company: _____ **Date:** _____

Till it Shines, LLC _____ **Date:** _____