

Food Use Policy

The purpose of the Wayne Historical Museum is to preserve the history of Wayne Michigan by displaying antique materials, artifacts, papers and documents. The displays are for public viewing showcasing Wayne's historical past. Displays within the museum are irreplaceable; therefore care must be taken to protect them.

This policy will outline the use of food within the Wayne Historical Museum. Although food will normally not be allowed, occasionally a group may request the serving of food in the Museum. The following policy guidelines will be in effect immediately and apply to all groups who use the Wayne Historical Museum.

Any group that seeks to provide food for a meeting at the Museum must obtain permission from the Museum Manager prior to the event. Full course meals and cooking of meals in the Museum is not allowed. Food service should consist only of non-alcoholic beverages, pastries and/or light snacks.

When food is served, it must be provided by the group hosting the meeting. The hosting group must also provide all plates, utensils and napkins. The museum coffee pot may be used; the hosting group is responsible for providing the coffee and cleaning the pot afterwards. The group is responsible for total clean-up after the food service, including wiping the tables used and taking the trash to the garbage cans located on the east side of the building.

Care must be taken not to spill food on the floor or on the displays, nor should displays be used as serving or eating areas nor should food or drinks be placed on the displays. Food can only be served from one location: the large Village Council table presently at the northeast side of the museum.

When food is served, the food must be confined to the meeting location of the group within the Museum. If a group requests permission to serve food, they may also request card tables to be set up for the use of guests.

Adults are responsible for any children accompanying them, confining food to the proper area and avoiding spills and damage.

Special events:

When the Wayne Historical Society hosts an ice cream social all food must be kept outside of the Museum in the tent area. No consuming of food will take place within the Museum proper. The large table in the Museum can be used only for cutting and plating the cake and pies. The area must be monitored at all times to ensure that food is not dropped on the floor or placed on the displays.

For the Christmas Tree Lighting, **no food** will be allowed for the children standing in line to see Santa, even with adult supervision. Food can only be consumed within the designated area for food consumption.

The Wayne Historical Commission thanks any group who meets in the Wayne Historical Museum and serves food for following the above rules which were created to protect the contents of the Museum.

Adopted by the Wayne Historical Commission
7-9-2012