

**Policy Memorandum: IACC MPH 2010/02**

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**Appendix A**

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**Rules/Guidelines for Multi-Purpose Hall Usage:**

1. To ensure the safety of our young people, children less than ten years of age must be supervised by an adult or young adult.
2. All activities are monitored through our closed-circuit camera system and by IACC staff.
3. Keeping the MPH clean is the responsibility of those using it. Everyone, before they leave, must ensure that the MPH is left clean.
4. The MPH is designed only for basketball, volleyball, Ping Pong, and badminton. Any other sport activities will not be allowed, unless approved by the Gym Committee or the IACC Shura.
5. Using toys, bikes or any equipment on wheels are not allowed inside or outside the MPH. This also includes scooters, skateboards, roller-skates and etc.
6. To conserve energy and save money, lights will not be turned on before Maghrib salaah.
7. There will be no activities allowed 24 hours prior to any IACC function.
8. Playing and bouncing balls in the low-ceiling areas of the MPH or in the hallways is not allowed.
9. No screaming, fighting, or horseplay allowed in any part of the facility.
10. Tampering with equipment or abusing the MPH and the facility will not be allowed or tolerated. Violators will be forbidden to use the MPH.
11. The use of the facility is exclusively for IACC members, family members and other community members around the community. Special programs for non-members will be given consideration but final approval must be obtained from the IACC administration.
12. No one is allowed to stay or play after the pre-arranged or scheduled hours, please see published schedule on our website.
13. No sports or other physical activities will be held during the month of Ramadhan, unless scheduled and approved by IACC administration.
14. Disciplinary action will be taken against those who disregard these rules/regulations of usage and conduct, please see Policy of Memorandum# 05-2010/01
15. No alteration to the walls or doors is permitted. This includes the use of nails, staples, and tape to hang fliers or banners.
16. Kitchen will be not be used for any cooking activities.
17. You will be held monetarily responsible for any damage that may occur to IACC property during your event.
18. Saturday and Sunday reserved for IACC functions and second party reservations that fall within the guidelines above.
19. Activities must be suspended ten minutes prior to Iqama time.
20. The MPH may be closed for sports at any time at the discretion of office staff or by any Shura member
21. Neither IACC nor its staff is responsible for the safety and discipline of children.
22. Last person in the MPH must turn off the lights.

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**Appendix B**

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**Approved Caterer list:**

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**Appendix C**

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6401 Independence Parkway, Plano, TX 75023. Phone: 972.491.5800 ♦ Fax: 972 208 6482

**Guidelines while using MPH for Sports and related activities:**

1. Proper attire within the boundaries of the Islamic dress code must be worn along with athletic shoes. Men must wear loose clothing that covers from shoulders to below the knees. Women must wear any loose clothing that covers everything but the face and hands. All other requirements will be checked on an individual basis.
2. Because of safety reasons, no one is allowed to wear necklaces, rings, jewelry, hats, etc. while participating. Only sports watches will be allowed in the court.
3. IACC will provide the nets for volleyball and badminton. Besides the nets, everyone must bring their own equipment.