

CANWOOD ELKS COMMUNITY CENTER

RENTAL AGREEMENT

Agreement to rent the premises known as the "Canwood Elks Community Center" between the Canwood Elks, Canwood Community Hall Committee and:

NAME: _____

ADDRESS: _____

TELEPHONE: (HOME) _____ (OTHER) _____

DATE(S) REQUESTED: _____

TYPE OF FUNCTION: _____ LIQUOR LICENSE REQUIRED: YES / NO

(Herein called the RENTER)

BOOKING/DAMAGE DEPOSIT:

The date requested for the function will be confirmed and the above named party will comply with the terms of this agreement when the Community Center received and receipts a deposit of \$1,500.00. This deposit will be used to guarantee the date as well as a damage deposit to cover the cost of repairing any damages to the Canwood Community Hall, equipment, contents and grounds resulting from carelessness or neglect on the part of you or your group. The damage deposit will be returned after the Community Hall has been inspected and found free from damages following the function.

PAYMENT:

The Canwood Community Hall must receive payment in full for the rental **30 days prior** to the function date.

CANCELLATION:

The entire deposit will be forfeited if the booking is cancelled within two (2) months or less of the confirmed date of the function. The Canwood Community Hall must be notified in writing of any cancellation.

For the purpose of this agreement, the Canwood Community Hall address shall be, Box 172, Canwood, SK S0J 0K0. Phone: (306) 468-2016, Fax (306) 468-2805.

RENTAL RATES/HOURS:

The Canwood Community Hall Committee will establish rental rates and times for all functions. The full day rental rate is in effect until 1:00 a.m. allowing 1 hour for clean up after the close of the function. There will be a surcharge of \$60.00 per hour, or portion thereof, if the renter does not vacate the premises by 3:00 a.m.

RENTER RESPONSIBILITIES:

The renter is responsible for removing all food, liquor, bottles, decorations and personal effects, and the clean-up of all kitchen/bar counters, sinks, dishes, coffee urns, garbage and wiping of all tables. All Garbage bags must be placed in the bin outside the back door. Any spills (liquor, food etc.) must be cleaned up and all tables must be washed.

No equipment, bowls, etc. may be removed from the kitchen.

The renter will be responsible for policing inside the Hall during the period of use.

The renter is responsible for setting up their own tables and chairs. These must be washed and returned to the original positions when the function is over (around the walls).

In the event the Function is to serve liquor, it is the responsibility of the Renter, at its sole cost and expense, to obtain the appropriate Liquor License.

The renter shall ensure that the "No Smoking" regulations are followed.

The Renter will, at all times, indemnify and save harmless the Owner, and its directors, officers and agents, from and against all action, claims, demands, suits, proceedings, damages, costs (including without restricting the generality of the foregoing, legal costs on a solicitor/client basis), and any further associated expenses that have been brought, made or incurred by or against the Owners, and its director, officers and agents, by reason of or arising out of, or in any way related to the Facility by the Renter, its agents employees, invitees or contractors except where the action, claim, demand, cost or expense was caused by intentional acts or gross negligence of the owner.

DECORATIONS

Decorations can be hung from the hooks provided.

No decorations are to be hung from the ceiling or light fixtures.

No confetti or sparkle glitter will be allowed in the Hall.

This rental agreement does not provide use or access to the Seniors Room, Elk's Room or the basement.

The Canwood Elks reserve the right to withhold the use of the Hall even though the Hall may not be in use.

The Canwood Hall Committee reserve the right to review the rate charged for extraordinary events or functions.

DISREGARD OF ANY OF THE RESPONSIBILITIES AND/OR GUIDELINES SET OUT HERE IN, OR ANY DAMAGE SUSTAINED TO THE HALL DURING YOUR EVENT, WILL RESULT IN THE TOTAL FORFEITURE OF THE DAMAGE DEPOSIT.

_____ REPRESENTING: _____
Print name Organization or Company

UNDERSTAND AND AGREE TO CONFORM TO THE ABOVE CONDITIONS OF THE AGREEMENT:

_____ (RENTOR)
Signature

_____ (CANWOOD COMMUNITY HALL REPRESENTATIVE)
Signature