

Hazeldell Community Hall Rental Agreement

This agreement is made this _____ day of _____, 20____.

Date of Function: _____ Time of function: _____

Type of Function: _____ # of people at event: _____

Will there be alcohol at this event? Yes No

Reserved by: _____

Mailing address: _____

Email: _____

Contact Person : _____ Home _____ Cell _____

Fees:

- Evening Rate** \$250.00 (5:00pm – 2:00am)
- Day Rate** \$150.00 (9:00 am - 4:00 pm) *rate for meetings*
- Full Day Rate** \$300.00 (9:00am – 2:00am)
- Weekly meeting Rate**- contact 306-980-6889 for pricing
- Rink Rental** - \$50/hour (includes the warm up area which has washrooms and a canteen)
- Sound System** \$50

Wedding Packages

- Option #1- Weekend package \$500.00 (Friday 5:00 pm Ends Sunday 3:00 pm)
- Option #2- Friday 5:00pm – Saturday 2:00am \$350

Please note: Fridge, two stoves and one 100 cup coffee pots are provided. Kitchen and appliances are to be left very clean. \$20.00 per hour will be charged for clean up if not left clean.

- Damage Deposit of \$200.00 is required at time of booking. It, or portion owing, will be returned to the renter after the hall has been cleaned and assessed by the caretakers.
- A **non-refundable** deposit of \$50 is required to secure the day for booking. *(to be subtracted from rental cost)*
- The hall is rented on a “first come, first served” basis.
- The remaining amount of hall rental must be paid in full when the key is picked up.
- It is hereby agreed that the manager of the Hazeldell Community Hall, duly appointed by the executive of the Hazeldell Community Club shall reserve the right to determine and to engage police personnel to ensure proper conduct of the performance of patrons of the function referred herein and the costs, if any, shall be borne by the Lessee and shall be additional to the rent.
- Absolutely no nails, tape, tacks or candlesticks. Candles in bowls allowed.
- No confetti allowed in the hall.

- The Lessee is responsible for obtaining a Special Occasion Liquor Permit before the function and must be shown when picking up the hall key.
- The Hazeldell Community Club is not responsible for renters' possessions.
- At the end of the event the Lessee agrees to complete and sign the checklist given with the key.
- Smokers must only use the designated area on the deck north of the building.
- Please be respectful of the residents of Hazeldell and comply with the City of Prince Albert bylaw #7 –
No person shall make, cause or permit any noise or sound on private or public property that unreasonably disturbs, or is likely to disturb the quiet, peace, rest, enjoyment, comfort or convenience of persons in the neighbourhood or vicinity.
- All events must end by 1:30am and the hall completely vacated by 2:00am. Please remember you are responsible for the hall, make sure all doors are closed and locked when you leave.
- Please report to caretaker any problems, concerns, missing supplies, DAMAGE, etc. the following day.
- The key is to be returned on Monday morning or the day following the event. Keys can be dropped off at 526 Riverside Drive. If key is lost there will be a \$50 charge.

The Club, it's servants, officers or agents shall not be liable or obliged to compensate the Lessee for any loss whatsoever, sustained as a result of the building not being available or suitable for the purpose of the Lessee by reasons of mechanical or other failure of equipment, fire, labor strikes, any acts of God or any other occurrences which could not be reasonably have been foreseen or prevented,

The Lessee covenants and agrees with The Hazeldell Community Club that he will indemnify and save harmless The Club in respect of all

- liabilities, damages, costs, claims, fines, demands, suits, or actions growing out of:
 - a) any breach, violation, or non-performance of any covenant of proviso hereof on the part of the Lessee
 - b) any damage to property occasioned by the use and occupation of the premises, or
 - c) any injury or sickness to person or persons, including death resulting at any time there from, occurring or
 - Originating in or about the premises.

****Your damage deposit will be forfeited if the above renter responsibilities are not carried out. If the damage deposit is used you will no longer be eligible to rent the Hazeldell Community Hall for future events.**

Hall capacity by law must not exceed 95 people.

Hazeldell Community Hall is a smoke free facility Governed by the Smoking Bylaw #8 of 1998.

Note: If you have any concerns or questions before or during your event, please contact:
 Carolyn Carleton Home: 306-980-6889 or cell 306-960-2901

Thank you for your care and attention to the details of this contract, you enable us to offer a quality facility for others to use.

I have read this agreement and understand these policies are my responsibility.

Renter Signature: _____

Office use only:

\$50 non-refundable deposit due with signed agreement Cash *Cheque #* _____

Damage Deposit \$150.00 Cash *Cheque #* _____ *permission to shred if not required- yes* *no*

Balance Owing \$ _____ *(due when key is picked up)* Cash *Cheque #* _____

Hall Rental key # _____ *Liquor License: yes* *no*