

Facility Rental | AGREEMENT

11 Hudson Street Blind River ON P0R 1B0 705.356.2251 | (f) 705.356.7343



Rental Date(s) _____ | **Time** _____ *to* _____ | **Venue** _____

Renter: _____ Mailing Address: _____
 Phone: _____
 Email: _____
 Alt Contact: _____
 Phone: _____ Date/Time to Set Up: _____

Liquor Event: Y N *If yes, a copy must be attached to agreement*
 Copy of Town Alcohol Policy Provided to Renter _____ Renter Initial _____ Staff Initial _____

Bartender 1: _____ Smart Serve: _____ Contact#: _____
 Bartender 2: _____ Smart Serve: _____ Contact#: _____

Event Type: _____ # of Guests: _____ # Tables: _____ # Chairs: _____ # Place Settings: _____
 Music Provider: _____ Business License: _____
 SoCan with Dancing: \$59.17 SoCan No Dancing: \$29.56 (Please circle one)

Insurance & Venue Rates

(2,000,000.00 Limits in Liability for Town-approved events. \$4,000,000.00 Limit in Liability required minimum for excluded event)—Proof must be attached

	<u>No-Alcohol</u>	<u>Event with Alcohol</u>
Insurance (1-50 guests)	\$ 3/hr \$25/day	\$ 12/hr \$85/day
Insurance (51-100 guests)	\$ 4/hr \$50/day	\$ 20/hr \$130/day
Insurance (101-200 guests)	\$ 6/hr \$75/day	\$ 30/hr \$200/day
Insurance (201-500 guests)	\$ 8/hr \$150/day	\$ 40/hr \$350/day
Marine Lounge (min 2hr)	\$35/hr	\$150 (9-5pm) \$265 (after 5pm)
Marine Park Meeting Room (min 2hr) SEASONAL	\$25/hr	
Community Centre Hall	\$50/hr	\$300/Day
Community Centre Kitchen Only		\$150/Day
Seniors Centre	\$25/Member	\$100/Non-Member
Adult Hockey (daytime & evening)	\$63.72 Daytime	\$98 Evening
Non-Resident	\$125/hr	
Sports Tournament	\$50/hr	
Junior A Rate	\$65/hr	
Minor Sport	\$64/hr	
Figure Skating	\$43/hr	
School/ Family	\$65/hr	

\$100 non-refundable
 Deposit due at
 booking to hold date

Balance due prior to
 key release

SoCan Fee \$ _____
 Venue Fee \$ _____
 SubTotal \$ _____
 HST \$ _____
 SubTotal \$ _____
 Insurance \$ _____
TOTAL DUE \$ _____ Paid On: _____

Key is due within 48 hours of event ending
 Lost Key will result in a \$150 charge

Set-Up/Tear-Down is the
 responsibility of the Renter

Renter Initial: _____ Staff Initial: _____

Renter: _____ Date: _____

Please Initial:

- ___ Sparkles are not permitted in any of our venues.
- ___ The number of place-settings, chairs, and tables requested are what will be available to your party. Items are to be cleaned and organized as they were provided.
- ___ Tape is not permitted on any wall surface to hang decoration or signage.
- ___ Additional Kitchen items are locked and will not be readily available.
- ___ Town Staff are not authorized to unlock storage to accommodate items outside of the contract.
- ___ Bar Area, if used, is to be fully emptied, and cleaned **prior** to event ending (as per agreement).
- ___ Within twelve (12) hours of event ending (as per contract time), the kitchen must be fully cleaned by renter/caterer.
- ___ Any food left behind will be discarded.
- ___ Decorations must be removed within twelve (12) hours of event ending (as per contract time).
- ___ It is the responsibility of the renter to dismantle their set-up and fill chair/table racks within twelve (12) hours of event ending (as per contract time). Racks will be put away by Staff. Additional chairs and tables that will not fit will be handled by Staff.
- ___ Garbage must be removed from cans and tied off by Renter. Bags are to be neatly piled near the main exit area **without** blocking any fire escape routes.
- ___ Boxboard, cardboard, etc, must be dismantled to flat and neatly stacked for Staff removal.
- ___ Any damages to the facility incurred during the rental period will be the responsibility of the Renter (as listed in this agreement), after careful review by Facility & Recreation Manager and Clerk Administrator.

Renter Signature: _____ Date: _____

Staff Signature: _____ Date: _____

Staff: Please retain original at Town Hall, and provide Renter with photocopy of both sides of this agreement.