

# Facility Rental | Agreement

11 Hudson Street Blind River ON P0R 1B0

(T) 705.356.2251 | (F) 705.356.7343



Rental Date(s) \_\_\_\_\_ | Venue: \_\_\_\_\_

Renter: \_\_\_\_\_ Phone: \_\_\_\_\_ Alt: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email: \_\_\_\_\_ | Hours of Event: \_\_\_\_\_

Event Type: \_\_\_\_\_ # Guests \_\_\_\_\_ # Tables \_\_\_\_\_ # Chairs \_\_\_\_\_ # Place Settings: \_\_\_\_\_

SOCAN FEES (Please Circle One): **Music without Dancing:** \$31.72      **Music with Dancing:** \$63.49

Music Provider: \_\_\_\_\_ Business License: \_\_\_\_\_

Liquor Event (Please Circle One): **YES**    **NO**    | Copy of Alcohol Policy Provided to Renter: \_\_\_\_\_ (Staff Initial)

BARTENDER 1: \_\_\_\_\_ SMART SERVE: \_\_\_\_\_

BARTENDER 2: \_\_\_\_\_ SMART SERVE: \_\_\_\_\_

## Venue Rates

Marine Lounge (minimum 2 hours)	\$35/hour	\$150/9am-5pm or \$265 5pm-Evening
Marine Park Meeting Room (seasonal)	\$25/hour	
Community Centre Hall	\$50/hour	\$325/day
Community Centre Hall Early Set Up	\$50	
Community Centre Kitchen only	\$160/day	
Seniors Centre	\$25/Member	\$100/Non Member
Party Pack! (1hour Ice + 2hour Party Room)	\$88.50	
Arena Floor (Ice Out)	\$300.00/day	



## Insurance Rates

\$2,000,000.00 limits in liability for Town-approved events. \$4,000,000.00 limit in liability required minimum for excluded events. Proof must be attached prior to key release

	<b>NO- ALCOHOL</b>		<b>WITH ALCOHOL</b>	
<b>1-50 Guests</b>	\$3/HR	\$25/DAY	\$12/HR	\$85/DAY
<b>51-100 Guests</b>	\$4/HR	\$50/DAY	\$20/HR	\$130/DAY
<b>101-200 Guests</b>	\$6/HR	\$75/DAY	\$30/HR	\$200/DAY
<b>201-500 Guests</b>	\$8/HR	\$150/DAY	\$40/HR	\$350/DAY

Venue: \$ \_\_\_\_\_  
 SoCan: \$ \_\_\_\_\_  
 SubTotal: \$ \_\_\_\_\_  
 HST: \$ \_\_\_\_\_  
 SubTotal: \$ \_\_\_\_\_  
 Insurance: \$ \_\_\_\_\_  
 TOTAL: \$ \_\_\_\_\_  
 Deposit -\$ \_\_\_\_\_      **BALANCE DUE: \$ \_\_\_\_\_**

Key is due within 48 hours of event ending as per this rental agreement.

Lost Key will result in a \$150 charge

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

Staff Initial: \_\_\_\_\_ Renter Initial: \_\_\_\_\_

Renter: \_\_\_\_\_ Date: \_\_\_\_\_

**\$100 NON-REFUNDABLE DEPOSIT DUE TO SECURE BOOKING | BALANCE DUE PRIOR TO KEY RELEASE**

Please Initial:

- \_\_\_ **ALL** lottery and gaming must meet AGCO criteria. Visit [www.agco.ca](http://www.agco.ca) for details.
- \_\_\_ 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 SOP regulation).
- \_\_\_ 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 from the building 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. Provide Renter with photocopy of both sides of this agreement.*