

HALL RENTAL AGREEMENT FORM

I _____ agree to rent the (front / back) _____ hall

On day ____ of _____, 202__ from _____ (AM / PM) to _____ (AM/PM)

For a _____ Estimated number of guests _____

User Contact Information:

Organization: _____

Address: _____

Telephone: _____

Email: _____

The Royal Canadian Legion, Chomedey branch 251 is established to honor our Veterans and their families. Please keep this in mind when planning your function. We ask that you keep your function as low-impact as possible and that all guests show respect to our bartenders and any Members present.

The signature below indicate concurrence with the terms outlined in this agreement and the house regulations

User Signature _____ Date _____

Branch Representative _____ Date _____

PAYMENT INFORMATION

The user agrees to pay a fee of \$_____ upon signing this agreement. The booking fee is forfeit if the event is cancelled after the cancellation date. The cancellation date is set as 1 month prior to the event.

Base booking fee: \$_____

Additional fee: \$_____

Total: \$_____

Deposit: \$_____ (20% minimum)

Balance Owing: \$_____

Payment method: cheque cash debit Interac e-transfer (branch 251@outlook.com)

Kitchen Facilities:

Additional cost for use of the kitchen facilities include; stove, microwave, fridge and coffee maker. The kitchen area must be cleaned and returned to original orderliness. If deemed unsatisfactory, the Legion reserves the right to charge extra.

Legion bar/ Bartender:

Complete access to bar service, and a bartender on duty to serve you and your guests. He / she have the right to terminate the event if deemed the terms and conditions are not being met.

Members Rental Agreement:

Members must be in good standing at least 1 year to receive discount rate.
Rental must be directly for the member and not a third party (full rate required)

TERMS AND CONDITIONS

Maximum number of people allowed in Back hall shall not exceed 100 occupants
Maximum number of people allowed in Front hall shall not exceed 60 occupants

Smoking and/or vaping is not permitted anywhere inside the building or within 9 meters (30 feet) of any outside entrances.

No alcohol, soft drinks or water can be brought into the hall(s) from outside;
Consumption of alcohol is illegal and not permitted outside the building. You will be asked to leave the property if this point is not respected.

If alcohol is a gift/ prize it must be left unopened and removed from the premises or given to bartender to hold until departure

Minors must be accompanied by a responsible adult at all times, and shall not be served any alcohol beverages.

Use of tape, staples, wire, nails, tacks, glue, or similar damaging materials are prohibited. The only fastening agents that are acceptable are ribbon and string.

The following decorations and materials: glitter, confetti, streamers, sparklers.... if used need to be swept up and placed in garbage before leaving the premises.

Use of the refrigerator to store food, stoves and/ or microwave to heat up food is permitted under the Rental Agreement only. The serving of food will only be permitted on tables set up in hall(s) (outside of the kitchen area)

Parking is limited to the back of building only.

Any infractions of these terms and conditions will result in immediate cancellation of Rental Agreement and immediate expulsion from the premises.

Damage and / or loss of personal property will be the responsibility of the LESSEE.

The LESSEE consents and agrees to indemnify and save harmless the Royal Canadian Legion Branch 251 in respect to all claims, demands, actions, suits and costs arising out of any act or omission of the Lessee and / or servant, agent or employee of the Lessee or arising out of the use of the said facility by the Lessee.