

**WASKESIU CHAMBER OF COMMERCE
RECREATION HALL RENTAL AGREEMENT
1221 MONTREAL DRIVE
RATES SUBJECT TO CHANGE 1ST. OF EACH YEAR/ 2018-2019 RATES**

Name of Organization or individual: _____

Address: _____

City: _____ Postal Code: _____

Phone Numbers: Home: _____ Work: _____

Email address: _____

I, _____, do hereby make application to rent the

WASKESIU RECREATION HALL for \$ _____ on the following dates:

Date: _____ @ _____ PM / AM

UNTIL

Date: _____ @ _____ PM / AM

Representing _____ for the purpose of _____.

Attendance will be approximately _____ persons and, **I DO / DO NOT** intend to apply for a liquor permit.

I have read and agree to comply with the above conditions pertaining to this hall rental to the satisfaction of the Waskesiu Chamber of Commerce.

Signature: _____ Date: _____

Staff Signature: _____ Date: _____

Terms and Conditions

1. The rental fee for the hall is \$395.00 plus GST & Marketing Levy Fri, Sat & Sundays. Week days (Mon to Thurs) will be \$315.00 per day plus GST & levy. SEE PAGE TWO FOR WEDDING SPECIAL RATE. A damage deposit of \$300.00 will be charged and collected upon booking the hall, and refunded after the function/rental is completed. The full rental fee must be paid prior to the event. In case of cancellation, due to the lead-time for booking, the deposit will be retained.
2. Keys supplied at time of payment of rental & no earlier than day of booking. Portion of deposit are withheld if keys not returned.
3. This form is for the hall rental only. It does not include the grounds or parking lot. Tents are not allowed on the grounds for private functions. For requests for outdoor wedding ceremonies contact PANP Town Site offices at 663-4520 or Visitor Services at 663-4522 (form available upon request).
4. **Maximum capacity is 70 for receptions.**
5. Caterers – In town caterers are recommended due to the limited size and appliances in the kitchen. Self catering is allowed.
6. All businesses/operators doing business in the Park need to obtain a business licence from the Park. IE: Caterers/DJ's.
7. The Chamber will ensure that the hall is clean, that all tables & chairs are stacked before the rental party enters. The rental party is responsible for stacking all tables & chairs after the completion of the event. Chairs go on & under the benches & tables stacked up against side wall, and all garbage off the floor & removed from the premises. If not the damage deposit could be forfeited.
8. Do not leave any garbage, cardboard, boxes, crates, or recycling outside the hall after your event, it attracts animals, and your damage deposit could be forfeited.
9. The renting party must ensure that all equipment is put back inside the hall. If you put any tables/chairs outside, make sure they are kept out of the rain. Failing this will forfeit your deposit.
10. Do not put any new fasteners into the walls, window frames or door jambs. Any new fasteners, tape, glue, staples, candle wax, etc. found on the tables, floors or walls could forfeit the deposit.
11. A Hall Check Form will be completed by Chamber Staff upon completion of the event.
12. If liquor is to be served, a liquor permit must be obtained in advance from the appropriate authorities. The Waskesiu Liquor Board Store can be contacted at 663-2337 or by fax at 663-6166. All bar services must be closed no later than 1:30am and the hall must be vacated by 2:00am.
13. The person or group entering the hall will, at all times, indemnify and save harmless the Waskesiu Chamber of Commerce from and against all manners of actions, claims, demands, damages, and matters whatsoever resulting from the use of the facility and all activities therein.
14. Events are restricted to "club" type, non-profit affairs only. Admission may not be charged at the door or on the premises.

