

BELVEDERE COMMUNITY LEAGUE

13223 – 62 Street

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No. 1650

CONTRACT FOR HALL RENTAL

Rentee: Name: _____ Date of Rental: _____
Phone: _____ Address: _____
Cell: _____ Type of Function: _____
Email: _____ # of Guests: _____

CONDITIONS OF RENTAL:

1. All rentals require a \$200 deposit, payable at the time of booking, which will be forfeited by the Rentee should the booking be cancelled. Balance of rental (\$_____) is due on or before date of event in cash, certified cheque, or money order. Damage deposit of \$_____ is due in cash on or before the date of the event. Key will be supplied to Rentee on day of rental once terms of contract have been met.
2. The hall will be inspected by the Caretaker after the function, and the damage deposit will be refunded within 14 days provided the hall is in a condition satisfactory to the Caretaker.
3. The hall is to be cleaned upon completion of the function unless other arrangements have been made. If not cleaned, additional fees or penalties may be assessed. If the kitchen facilities are used, it is the responsibility of the Rentee to see that all dishes, water pitchers, trays, etc. are washed, dried, and returned to the cupboards. Kitchen and bar to be left clean. If the stove is used, it is to be left clean. Rentee is responsible for all breakage. All garbage is to be removed from the hall and placed in container provided. Floors must be swept and mopped.
4. A dozen tables and chairs are set up on the hall floor. The Rentee is responsible for returning these tables and chairs to the floor at the end of their event. Any other tables and chairs used must be returned to the storage room.
5. If decorations, streamers, etc. are used, they shall only be placed where designated by the Caretaker, and must be removed by the Rentee after the event. No nails, tacks, or tape are to be used on walls or floors. Confetti is NOT allowed in hall at any time. If used, the Rentee will bear the cost of repair or cleaning (min \$100).
6. Defacing and/or willful damage of any property will be the responsibility of the Rentee and he shall bear all costs arising from such defacing or damage. The Rentee shall also bear the extra cost of cleaning, should the premises and furniture be left in an untidy manner. A minimum charge of \$100 will be charged.
7. All properties of the Rentee and guests in or on said premises are at the sole and exclusive risk of the Rentee and in no way will Belvedere Community League be held liable for loss or damage while on the premises.
8. The Rentee agrees that during occupancy of the premises, Belvedere Community League will not be responsible for any injuries or damage to Rentee or guests' property.
9. If any liquor is served, a permit is required from the Alberta Gaming & Liquor Commission. Rentee is responsible for obtaining same, for the conduct of the guests, and for abiding by Liquor Commission regulations. Rentee must provide copy of Liquor License.
10. No consumption of alcohol outside of premises. No smoking in building or within 15M of building.
11. Last call at 1:30am. All guests MUST, with the exception of cleaning crew (max 12 people) must be vacated by 2:30am.
12. Rentee must have a minimum \$ 2 million Comprehensive general Liability Insurance coverage with the community league named as an additional insured. Rentee is required to provide copy of liability insurance for date of event.
13. Any cost associated with a false alarm, or emergency Services is the responsibility of the Rentee.
14. Rentee is responsible for turning off all lights, and locking all doors to the hall when leaving the hall and at the end of the function, and setting the alarm.
15. Rentee must be over the age of 25 years old and provide valid gov't ID.

ID #

I.D. # _____

16. NSF cheques made out to Belvedere Community League are subject to an additional \$25 penalty payable in cash.

Rental Rate: \$ _____ \$200 Deposit paid by: cash on _____, 2 _____

Receipt # _____

Balance of \$ _____ due on _____ in cash, certified cheque, or money order.

Receipt # _____

Damage Deposit: \$ _____ due on _____ in cash.

Belvedere Community League

Rentee: _____

Per: _____

Rentee: _____