Althorpe Bolingbroke Community Hall 3166 Bolingbroke Road Maberly, ON KOH 2B0

RENTAL AGREEMENT APPLICATION

Organization:	Cor	tact Name:				
Email:	/					
Home Phone:	one: Mobile:					
Type/Purpose of Event:		BAR? YES NO				
DATE:	Time: From:	To:				
Total Number of Hours: (include set-up and clean-up periods)						
AGREEMENT						
We have read the Rules and F and we agree to observe ther		e Community Hall <i>(see reverse)</i> pertaining to the rental policy				
Failure to comply with the rules and regulations will result in the forfeiture of the security deposit. We further agree to use the utmost care in the use of the facilities and to reimburse the cost of repairing any damage arising from our occupancy.						
Signature:		Date:				
APPROVAL						
shall be held by the ABC Asso		e a security deposit with completed rental application which ement. Such security deposit shall be returned upon rse).				
Fee Paid: \$	(Total from fees on reverse)	Security Deposit (\$250.00) Received				
two million dollars (\$2,		ensive General Liability Insurance in an amount not less than d for the rental period and will have the ABC Club shown as				
Date:	Signature:					
(ABC Hall Representative)						
Arrangements for opening and closing of the Hall are made at the time of booking. Lockbox number will be assigned after security deposit is received.						
CONTACT Sama	intha Hazen					

rentals@abchall.ca



POLICY AND PROCEDURES - HALL RENTALS

Rental rates for the ABC HALL (maximum capacity 125)

Full day Half day Hourly rate		any continuous period between 4 $\frac{1}{2}$ hr. and 9 hr. any continuous period of 4 $\frac{1}{2}$ hours or less up to 4 hrs.		\$150.00 \$ 75.00 \$ 20.00		
Addit	ional Fe	es:				
•	Bar staf	fing cost		(up to 4.5 hrs) (4.5 to 9 hrs)	TOTAL \$	
			pility of the Hall. All bar su Hall. All bar revenues will		All alcohol must be purchased at the Hall's	
			ility under the laws of the AGCO, whether the event		of Ontario (AGCO). Renters agree to tials	
				events serving alcohol. The renter to the ABCA prior to the event	must arrange this coverage with their own	
	Police	e, Fire and AGCO Insp	ectors, upon identification,	must be allowed on the premises	at all time.	
Rules	and Reg	gulations				
1. 2. 3. 4. 5.	Early submission of rental agreement is encouraged to ensure the Hall is available. When booking, the renter should ensure sufficient time for set-up and clean-up. Fourteen days notice of cancellation is required. Contact persons shall be in attendance for the duration of the function.					
6. 7.	No exposed candles shall be used. Renters are responsible for set-up and clean up within the rental times as set forth in this agreement. Supervision/cleanup for after rental agreement hours will be subject to a labor fee charged (against the damage deposit if applicable). All dishes, pans, coffee pots and appliances used shall be cleaned and put away.					
8.	Renters must remove all the garbage and decorations from the hall. If tables and chairs are used, the renter shall stack and return them to their original locations and all floor areas are to be swept clean.					
9.	Temporary decorations may be displayed in the Hall during the event provided each can be removed without any mark or damage to the Hall. Cellulose (Scotch) tape shall not be used to hang display material on the walls. Use of confetti/sprinkles, fog machines or other such equipment leaving residue inside the Hall is prohibited.					
10.	There will be a \$50.00 per hour charge if the hall is not left neat and tidy.					
11. 12.	The ABC Association accepts no responsibility for any items left in the Hall. The ABC Association is not responsible for any or all claims arising from the use of the facility including personal injury, damage or loss of personal items or equipment of the renter or anyone attending on invitation of the renter.					
13.	Prior to	leaving the building,	the renter shall:			
	a.		nd all running water			
	b.	October)	-		ees C for air conditioner in summer (May to	
	c. d.	close and lock all do return key to lockbo	oors to ensure the building ox.	is secure.		
		Policies and Procedu	res have been reviewed	Renter	ABC Hall	