

WASKESIU CHAMBER OF COMMERCE
RECREATION HALL RENTAL AGREEMENT
1221 MONTREAL DRIVE
RATES SUBJECT TO CHANGE 1ST OF EACH YEAR/ 2022 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 \$435.00 plus GST & Marketing Levy Fri, Sat & Sundays. Week days (Mon to Thurs) will be \$345.00 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 SLGA.com. Silver Fox Liquor Store in Waskesiu (306) 663-2337. All bar services must be closed no later than 1:30am & 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.

In order for us to better facilitate your needs, please let us know what you will require for your rental period. We will do our best to have everything ready.

DAMAGE DEPOSIT UPON BOOKING: Date Paid _____ Amount \$ _____

DAMAGE DEPOSIT RETURNED: Date Returned _____ Amount \$ _____

*****NOTE***** AMOUNTS BELOW ARE PRICES BEFORE TAXES *****

HALL RENTAL: Date Booked _____ Amount \$ _____

HALL RENTAL: Additional Days/ Hours No. _____ @ _____ Amount \$ _____

WEDDING WEEKEND: FRIDAY PM/ SAT. ALL DAY / SUN. NOON Amount \$ 755.00

Wooden rectangular tables and black vinyl folding chairs at Recreation Hall are included with your rental. If other or additional tables are required rates are as follows:

TABLES:

Round \$12.00 each # of tables _____ Total \$ _____ (5' diameter - seats 8-9 people)

Rectangle \$12.00 each # of tables _____ Total \$ _____ (8 feet long - seats 8-10 people)

Number of additional chairs \$1.00 each # of chairs _____ Total \$ _____ (for in-hall use)

ADDITIONAL CHARGES PER DAY: (Optional)

Large BBQ (100.00 each) Incl two tanks of propane _____ Total \$ _____

Coffee Urns (10.00 each) _____ Total \$ _____

Canopy Covers (10' x 20') Installed (60.00 each) _____ Total \$ _____

Projector Screen (\$20.00) _____ Total \$ _____

Projector (75.00) _____ Total \$ _____

Chairs for outside use (\$1.00 each plus delivery) _____ Total \$ _____

Additional Requests _____

EVENT: _____ SUBTOTAL: _____

DATE(S): _____ DMO MARKETING LEVY 3% _____

GST 5% on total _____

TOTAL DUE: _____