Hall Rental Agreement

Contact Details:

Everdell Community Association
RR2 Site 18 Box 58
Rocky Mountain House, AB
T4T 2A2

Courtney Murray
587-436-0087
email: everdellhall@gmail.com

Everdell Community Association
And
NAME

Renter Information:

Primary Phone Number:
Secondary Phone Number:
Email:

Event Details:

Type of Event:
Date:
Approx. number of people:

Rental Rates:

Damage deposit	$400	=
One Day	$350	=
(Day begins 9:00am & ends 2:30am)		
Three Day weekend	$1200	=
(Friday 9:00am to Sunday 2:00pm)		
Four-hour meeting	$125	=
Commercial kitchen rental	$150	=
Surcharges		
Early entry		
12:00pm of the day before	$50	
Late exit		
12:00pm of day after	$50	
Subsequent days	$100	
Total Rent (due & payable at booking)		= $

3 day weekend bookings are required during high reason which includes May Long weekend to September Long weekend.
1 day rentals are not available on weekends during high season.

Please note your Booking is not secured until all funds are received in full, rental rate and damage deposit.
At that time an email confirmation will be sent reflecting a secured booking.

All fees can be paid by e-transfer to everdellhall@gmail.com

Contact person: Courtney 587-436-0087 or everdellhall@gmail.com

Terms & Conditions

*** Cancellation at any time for any reason will result in loss of all funds***

A) 3 Day Weekend and One Day rentals includes use of the kitchen, fridges/coolers.

B) 4-hour meeting rentals do not include kitchen space and fridges/coolers.

C) All rentals include use of main hall area, bathrooms, and outdoor space.

- Use of kitchen also includes use of coffee urns, drink trays, microwave, stove, wall ovens, dishwasher, commercial sink, garbage cans, and silverware.
- LESSEE MUST SUPPLY own dishes unless rented from Everdell Hall at extra cost.
- Outdoor space includes fire pit, green space for camping (**no hookups)**, picnic shelter and picnic tables, horseshoe pits (must supply own horseshoes) and outhouse.

D) Lessee is to supply all requirements for any bar. (Supply own: glasses, ice, juice, liquor license, etc.)

- ALL ALCOHOL is to be removed from the hall at the end of each night of rental.
- Liquor permit must be posted on the wall behind the bar.

E) The Lessee acknowledges and agrees that, prior to occupancy of the premises for any function in which alcohol will be served and/or sold, the lessee shall obtain:

1) **Event Liquor Liability Insurance containing liability coverage in the amount of no less than $5,000,000.00**
2) **Appropriate Alberta Gaming and Liquor Commission Permit.**

F) The Lessee acknowledges that they shall be solely responsible for any breach of the conditions or regulations of the Alberta Gaming and Liquor Commission Permit and a breach of such conditions or regulations shall result in a refusal of any future rental requests by the Lessee.

G) The Lessee shall be responsible for any damage to the building, facilities or contents caused by its members and/or patrons. The lessee shall forthwith, upon demand by Everdell Community Association, pay to Everdell Community Association any claim arising from such damages.

H) The Lessee must use the facility in a safe manner and arrive and depart from the rented area by the prescribed time as set out in the rental contract.

I) The Lessee is not allowed to use outside plugs to plug in holiday trailers, catering vans, hot tubs,etc.

J) The Lessee must stay in the Everdell Community Association property as per perimeter fencing and posted signage. **There is no creek access from the Everdell property**.

K) All hooks, tape, pins, tacks, blue putty or misc. fasteners used for decorating are only allowed on the framed white stripe on the east and west walls that are located approximately 10’ up. Nothing is to be put on/in the stippled walls or any wood surface inside the hall (including the front or side of the bar area).

L) Everdell Hall is a NON-SMOKING facility. The renter agrees to ensure that there will be no smoking by its members and /or patrons while inside the facility. Please use the cigarette disposal containers provided outside. Failure to do so or butts left on the ground will result in loss of damage deposit.

M) Lessee must be respectful of the neighbors living on the north side of the hall and remember there are families close to the hall. Please shutdown noisy activities by midnight. Do not squeal tires on asphalt or in the gravel leading out of the parking lot. **No fireworks are allowed.**

N) Dogs are welcome at the Owners risk, only outdoors. Dogs are not permitted inside the Hall and must be picked up after.

O) Damage deposits may take up to 30 days to be returned.

P) End of rental cleaning expectations:

- A cleaning fee is included in your rental rate, however if the Hall is deemed left in an unsatisfactory condition by our janitor additional cleaning charges will be deducted from the damage deposit, $35 per hour.

What you need to do before you leave:

- All garbage (including bathrooms), recycling, belongings, and decorations must be removed from the Hall when you leave (NOTE: NO CONFETTI, RICE OR SMALL SPRINKLES ALLOWED IN THE HALL).
- Wipe down tables and chairs that have food or debris on them
- Wash and put away any cutlery, dishes, cutting boards, serving trays, etc., that was used.
- Leave all tables and chairs set up in the same way as when you arrived. Meaning all tables and chairs lined up against East and West walls, see diagram on kitchen bulletin board for explanation.

A SPECIAL NOTE ABOUT THE HARDWOOD FLOOR.

Any liquid or food will damage this floor. Please clean up any spills as soon as possible. **Do not** wet mop the hardwood.

I have read and agree to abide by the conditions laid out in this agreement.

Renter Signature: _____ Date: _____

Everdell Hall Representative Signature: _____ Date: _____