



HALL RENTAL CONTRACT

Lessor: Lions Club of Belleville

Mutual Awareness: Rental of the Lions Hall is by mutual agreement between the Lessor and Lessee. Lessor reserves the right to refuse rental for any reason.

(PLEASE PRINT)

DATE REQUIRED: _____

TIME: from: _____ am/pm to _____ am/pm

TYPE OF EVENT: _____

Hall set-up time required? _____ am/pm

Number of Occupants Expected: _____ (Hall capacity 85 – 100 people)

Bartenders Required: from _____ to _____

RENTAL FEES

Members \$50 no bar/\$75.00 with bar

Non-Members -NO BAR up to 4 hours \$100.00 (includes use of refrigerator, coffeemaker, use of ovens, & stove. (dishes, utensils, cutlery and table clothes are \$50 to \$100. Extra depending on numbers used.)

-NO BAR - Over 4 hours \$150.00 with same usage privileges/prices

-Both rentals require a \$50.00 deposit to confirm booking (payment procedure decided upon by both parties)

-WITH BAR \$200.00 includes all of the above - including the extra charges for our dishes/glasses/tablecloths. + **\$100. Security/cleaning deposit. Returned within the week if there are no issues.**

By signing below, I have read and agree to the Terms and Conditions as stipulated.

LESSEE INFORMATION: (PLEASE PRINT)

Name _____

ADDRESS: _____

CITY/TOWN: _____ POSTAL CODE: _____

TEL: _____

ORGANIZATION / GROUP NAME if applicable: _____

Signature of Applicant: _____

Date: _____

Lion Representative: _____ Date: _____

Rental Fee Received \$ _____ Cash Cheque Deposit Full Received \$
_____ Cash Cheque

Terms and Conditions:

- The maximum number of people allowed in the Hall shall not exceed 100 occupants for receptions / dances or presentations.
 - Ontario Liquor Board of Ontario, Ontario Lottery and Gaming Commission, Ontario Fire Regulations and Safety Codes and Lion Club By-laws, govern the premises.
 - Smoking is not permitted anywhere within the building.
 - Alcohol is not permitted outdoors & no other open alcohol beverages are permitted in the building or on the property.
 - No minors shall be served any alcoholic beverages or given to them by other patrons.
 - Any infraction of building rules or regulations **will** result in immediate cancellation of Rental Agreement, the shut down of the function and forfeit of deposit.
 - LESSEE is responsible for their guests.
 - Damage and/or loss of personal property will be the responsibility of the LESSEE.
 - RENTAL HALL FEE/DEPOSIT:** The full hall rental fee must be paid at time of the rental.
 - Payments made by cheque payable to “**Belleville Lions Club**” or paid in cash.
 - At the conclusion of the contracted function, the premises will be inspected, for cleanliness and damage. If all is satisfactory, the DEPOSIT will be returned to the LESSEE within 1 week of the function. The “**Belleville Lions Club**” reserves the right to deduct monetary compensation from the deposit for any damages to the premises and if the hall and parking lot has not been cleaned or if all decorations and adhesive devices have not been properly removed.
 - CANCELLATION OF BOOKING** Written notice/ or email of cancellation submitted seven (7) days or more prior to the function - full refund of deposit paid. Written notice or email of cancellation submitted less than seven (7) days prior to the function – deposit is forfeited.
 - (Any special alcohol beverages eg. Wine or champagne on the table, outside of Lions License, will be charged a corkage fee of \$10.00 per bottle, and must be handled by the Lion Bartender(s). Prior approval is required.
 - USE OF KITCHEN - LESSEE will have use of a refrigerator to store food if so needed. The serving of food will only be allowed on tables set up in the hall, outside the kitchen.
- The LESSEE consents and agrees to indemnify and obey in respect to all claims, demands, actions, suits and costs arising out of any act or omission of the Lessee and/or servant, agent or employee of the Lessee or arising out of the use of the said facility by the Lessee.

SIGNATURE_____