

# Village of Tuxford Community Hall Rental Agreement

This agreement made on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Between the Village of Tuxford

And

Renter: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

Hall - \_\_\_\_\_ per day

Damage Deposit (refundable) - \$ \_\_\_\_\_

Copy of Event Insurance: \_\_\_\_\_

Rental Date: \_\_\_\_\_

Paid by: \_\_\_\_\_

Chq #: \_\_\_\_\_

Key Pick Up: \_\_\_\_\_

Key Returned: \_\_\_\_\_

I, (Please Print) \_\_\_\_\_ (Renter) have read, agree and accept the terms and conditions of this rental agreement and will not hold the Village of Tuxford responsible for the actions or consequences of persons attending the function on

(date) \_\_\_\_\_.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

*\*\*\*\*The damage deposit will be refunded upon inspection and determination that any unusual clean-up is required, no damage has occurred and/or damaged items repaired or replacement of broken or destroyed items.*

*\*\*\*\*Costs in excess of the damage deposit amount will be billed to the renter. A full accounting of any damages, or missing items will be forwarded to you along with any applicable refund or amount owing within 30 days of the event.*

## Terms and Condition of Rental

1. Rental fees are payable at time of booking the Hall. If a renter cancels a booking prior to 30 days, a 20% penalty shall apply.
2. Refundable damage deposits are required. They will be refunded no later than 30 days after the event and an inspection of the Hall has taken place.
3. The Renter is responsible for all users, guests in relation to the use of the Hall.
4. Liquor permits are the responsibility of the Renter.
5. The Renter will adhere to the strict No Smoking Law, anywhere inside the facility.
6. Total Occupancy of the Hall shall not exceed . The Renter is responsible for ensuring occupancy is not exceeded.
7. Renters are to only use command strips to hang decorations. No tape, tacks or staples are to be used.
8. General Clean-Up duties
  - Washrooms must be cleaned.
  - Garbage is bagged and disposed of properly.
  - Recyclable materials are bagged and disposed of properly.
  - Pots, fridges, sinks, counters, coffee pots, utensils, dishes and oven are all to be cleaned.
  - Tables are to be washed and chairs stacked.
  - Floors must be swept and mopped if spills occur.
  - Before leaving the facility ensure that all doors are locked, and lights are out.

### Disclaimer

I (we) agree to indemnify and save harmless the Village of Tuxford, its agents, its employees, council, representatives against all loss and damage, including damage to person or property arising from any act or, of negligence of, mine (ours) or of any person acting on my (our) behalf while engaging in the performance of the above rental contract with the Village of Tuxford, or while in or about the Tuxford Community Hall building or premises, or arising accident or any injury not caused by an act of the Village of Tuxford, its agents, its employees, council, representative to anyone attending the event for which I (we) have rented the Tuxford Community Hall or arising from liens or claims resulting from the performance of this contract.

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Printed Name: \_\_\_\_\_

*\*\*\*\*The Village of Tuxford assumes no responsibility for lost or stolen personal items of the renter and guests.*