



Pelly Community Hall

RENTAL AGREEMENT

I/WE, _____, agree to the following terms of the rental of the Pelly Community Hall, 101 Second St. East, Pelly, Saskatchewan.

FUNCTION INFORMATION:

TYPE/NAME:	DATE:	TIME
Will Alcohol be served? YES / NO		

CONTACT INFORMATION (Hereinafter the "Renter"):

Name:	ADDRESS:	PHONE
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As per Res #223/2015, Rental rates are as follows:

SELECT ONE	<input type="checkbox"/> Three Day Event -Includes Kitchen, hall, cooler, coffee perk	\$400.00
	Approval Res # _____ R# _____ (420-530-200)	
	<input type="checkbox"/> Full day Rental - Includes Hall & Kitchen	\$225.00
	Approval Res # _____ R# _____ (420-530-200)	
	<input type="checkbox"/> Kitchen - Full day - Includes Kitchen only	\$100.00
	Approval Res # _____ R# _____ (420-530-200)	

PLUS:	<input type="checkbox"/> Damage Deposit R# _____ ***Refunded within 3 business days. (210-400-950) *** Damage deposit waived if rental for funerals arranged by licenced service provider.	\$1,000.00
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PAYMENT TERMS: Rental hall, along with Damage Deposit must be paid prior to event. No access to the facility will be allowed unless this agreement is paid in FULL. Any damages to the hall or property and cost incurred, are the responsibility of the renter. Rates can be subject to change.

Keys returned? Y/N
Approved Release? Y/N
Deposit Refund CK # _____

ADDITIONAL RENTAL CONDITIONS & REQUIREMENTS:

1 All applications for hall rental must be approved by the Village of Pelly Council. Please include 2 references & a copy of a valid picture ID with this application.

Reference #1:	Reference #2:	PIC ID Shown:
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- 2 Damage deposit may be in the form of cash or certified cheque upon approval of application.
- 3 The deposit will be returned after the hall has been inspected (By 9 am following the date of rental) and the key has been returned. If the key is not returned by 12 noon the next business day after the dates of the rental, a surcharge will be applied.
- 4 The tables to be cleared of paper, glasses, etc., and washed clean. Wooden tables are to be used for serving tables. White tables are for eating only. Please stack chairs (plastic in 10s & wooden in 14s) and fold and put tables away--ensure tables are dry first. If possible, use table covers for white tables.
- 5 All kitchen counters and face of cupboards to be washed and wiped clean.
- 6 Shelves in the cooler to be wiped clean.
- 7 Burners, ovens, grill must be left clean on both stoves.
- 8 Dishes, utensils, pots, pans, trays, roasters, cutlery, etc., to be put back in correct place.
- 9 Absolutely no roasters, trays, bowls that belong to the hall are to be taken out of the hall.
- 10 The cost or replacing anything that gets broken or lost will be taken off the damage deposit and any additional amounts will be invoiced to the renters. Please note if you choose to store any food or other item in the hall, you do so at your own risk.
- 11 Kitchen floor and bar room floor must be swept. Do not wash.
- 12 Any dish towels that are used, are to remain in the hall and will be washed by a designated person.
- 13 No long distance calls to be placed from the telephone at the hall.
- 14 NO TACKS, STAPLES OR TAPE to be used to hang decorations. ONLY FUN TAC may be used for this purpose.
- 15 All garbage to be placed in the Brown Bin on the east side of the hall. (Do not put into the blue paper recycling box.)
- 16 No Parking between hall and school. It is a FIRE LANE.

CARETAKER: Denise Llewellyn; PH (CELL): 306-601-9256

I/WE the said Renter(s) named in this Agreement understand and agree to the conditions stated in this Agreement.

Signed _____ Witness _____ Date _____