

Town of Stettler Community Hall Rental Agreement

Between the Town of Stettler and the Applicant(s) Today's Date: _____

Applicant Information:

Name: _____ Caterer's Name: _____

Address: _____ Caterer's Phone Number: _____

Phone#: _____ Alternate Phone #: _____

Event Type: _____ Rental Date: _____

Rates

3 day rental 4pm Friday to 4pm Sunday	\$950.00	
EXTRA SET UP DAY	\$250.00	
1 day rental includes kitchen and bar	\$650.00	
Meetings and Funerals includes kitchen	\$425.00	
Multi day rental (3 days or more) Kitchen not included	\$300.00/day	
Out of Town Commercial	\$650.00	
	Sub Total	
Liquor Dispenser	\$100.00 deposit	
Damage/Booking Deposit	\$150 Meetings \$500 Wedding/Banquets	
	Amount Due when returning keys	

(Provided no extra cleaning/damage charges)

The Town of Stettler provides the minimum sound equipment required for any given event. This is to help keep rental costs at an affordable level. If you require more equipment for your event, please contact our local music store or equipment rental companies.

The personal information on this form is collected under the authority of Section 32 of the Alberta Freedom of Information and Protection of Privacy Act. The information will be used to process the booking application for municipal operations. If you have any questions about the collection of this information please contact the Secretary Treasurer of the Town.

PLEASE SIGN ON BACK PAGE

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1. RENTER agrees to be responsible for and to pay on demand to the Town: a) all rents payable, and b) any damage caused by renter or guests during the rental period to the building or its equipment.
2. The loss of personal effects and injury to the renter(s) or third parties during the rental period are not the responsibility of the Stettler Community Hall or the Town of Stettler. The RENTER expressly covenants and agrees that during its use of said premises and equipment that it will indemnify and save harmless the Stettler Community Hall and the Town of Stettler from and against any liability claims resulting from injury or damage to any person, persons or property resulting from renter's use of the premises and/or equipment. This includes any liability claims resulting from the consumption or serving of alcohol on the premises.
3. The RENTER is responsible for all special licenses, permits and insurance where required. The renter is advised to consult with their insurance agent to ensure that they are adequately covered should a claim arise.
4. The RENTER agrees to be responsible for set up and take down of all tables, chairs and equipment. The RENTER agrees to leave the facility in good order.
5. The tables and chairs, or any supplies, equipment in the hall are not to be loaned out nor are they to be removed from the building.
6. Decorations may be put on walls using hooks provided. Please restrict use of fun tack to a minimum. No tape, staples or duct tape is to be used.
7. All food, personal belongings liquor and decorations are to be removed from the hall by 8am the following morning or sooner if required.
8. In the event of cancellation of your event, the Town of Stettler will withhold \$150 of your deposit until that day is rebooked. If it is not rebooked, the Town of Stettler will consider it as rent for that date.
9. **You must obtain a cleaning checklist when picking up the keys. Anything left not cleaned, not properly stored or damaged will be subject to a charge as listed on the checklist. Damage will be assessed at actual cost of materials and labor.**
10. There may be a maximum of 2 holiday trailers parked at the Community Hall. Please have guests use the local campgrounds for their stay.
11. The Stettler Community Hall is NON-SMOKING

In affixing my signature, I hereby agree to comply with all regulations listed.

X

Date

X

Renter