



DOWNIE OPTIMIST COMMUNITY CENTRE
3185 Road 122, St Pauls, ON NOK 1V0

PLEASE READ THOROUGHLY:
THIS AGREEMENT IS FOR A NON-LIQUOR LICENSED EVENT

PERSON RESPONSIBLE: _____

ADDRESS: _____

TELEPHONE: Home _____ Cell: _____

EMAIL ADDRESS: _____

EVENT DESCRIPTION: _____

DATE REQUIRED: _____

RENTAL HOURS: From _____ AM / PM to _____ AM / PM

KITCHEN REQUIRED: YES ___ NO ___ (if Yes number of place settings required: _____)

EXPECTED ATTENDANCE: _____

TERMS AND CONDITIONS:

1. The Renter pays a \$100.00 deposit (unless otherwise stipulated by our standard rental terms) prior to the event and any remainder within one week following the event. This deposit is non-refundable.
2. The Renter will assume all liability for damage to property or persons at the Community Center property and / or equipment during their period of use however caused and hereby indemnifies The Downie Optimist Community Center from any expenses for liability of any kind arising out of injury to anyone during their use of the premises.
3. The Renter will assume any and all liability for damage(s) however caused to the Optimist Hall property or equipment during their period of use. The Renter will not sublet the use of the property to anyone else.
4. The ENTIRE building must be returned to the "as rented condition" at the end of the function. A surcharge of up to \$60.00 for the Kitchen and / or of \$100.00 for the Function Hall and grounds may be levied at the discretion of the Hall Manager.
5. When there is NO liquor license purchased for the event, **NO** alcohol allowed on the premises.

SIGNATURE: _____ DATE: _____

HALL COPY

RENTERS COPY

NOTE: Please make cheques payable to "Downie Optimist Community Center"

NO POST-DATED CHEQUES



DOWNIE OPTIMIST HALL RENTAL RATES

3185 Road 122, St Pauls, ON NOK 1V0

Phone 519-271-5343 or 519-393-5411

FUNCTION HALL RATES

Buck & Doe:	\$ 625.00 Deposit \$300.00
Wedding Reception or Friday / Saturday Event	\$ 450.00 Deposit \$300.00
New Years Eve	\$ 800.00 Deposit \$400.00
Sunday (Family Gathering)	\$ 115.05 includes kitchen
Corporate / Business Daytime Rental (8:00 AM to 5:00 pm Monday to Thursday)	\$ 154.87
Holiday Rental	\$ 450.00 Deposit \$100.00

(New Year's Day, Family Day, Good Friday, Victoria Day, Canada Day, Labour Day, Thanksgiving Day, Christmas Day.)

KITCHEN RATES

Hot Meal served:	\$50.00
Cold Meal served	\$25.00
Each plate setting	\$ 00.25 per
P.A. System	\$35.00 with wireless microphone

All Prices subject to HST

Prices Subject to Change without Notice in the absence of a signed Rental Agreement and Deposit Received.

EFFECTIVE: June, 2010

HALL CLEANING / CONDITION

The ENTIRE building must be returned to the "as rented condition" at the end of the function. A surcharge of up to \$60.00 for the Kitchen and / or of \$100.00 for the Function Hall and grounds may be levied at the discretion of the Hall Manager.

Renters Initials