

**BRETON COMMUNITY CENTRE
RENTAL AGREEMENT**

This confirms that:

NAME _____

ADDRESS _____

PHONE NUMBER _____

Will rent the Breton Community Centre as per attached schedule

_____ (date and time)

The Renter Agrees to the following:

- *1. **PAL** (Party and Alcohol Liability) must be purchased prior to event. This is available at any insurance company. (See letter attached to rental agreement)
2. Pay a damage deposit of \$150.00 on booking of Hall. \$75 damage deposit is required when booking for Meetings, Rallies, Anniversaries and Birthdays (excludes use of kitchen). Damage deposit will be refunded if no damage occurs beyond normal wear and tear of facility.
3. Prepay the rent at least one month in advance of the function.
4. Remove all personal decorations and personal items. Caretaking time will be charged if Caretaker removes the decorations.
5. Bring liquor to the bar the day of the function and remove all liquor the night of the function.
6. Scotch tape, masking tape or nails on the gyproc walls to hang decorations is not permitted. Moveable ceiling clips are provided for hanging decorations. Repair to walls as a result of tape tears or nail holes will be charged "at cost" rates.
7. Contact the caretaker and/or president regarding equipment malfunctions.
8. If purchasing Ag Society pop, a count must be done with the Caretaker prior to the function and after the function. Caretaker requires 3 weeks notice for ordering pop.
9. To secure decoration time the previous evening to the day of the function, a fee will be charged. (See Decorating Time Reserved)
10. If renting hall on any long weekend, deposit will be kept if cancelled.
11. Candles – the tips of the candle wick must be below the top of the candle holder. This is per the Fire Code.

The Ag Society reserves the right to rent the hall.

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Hall Capacity – 300

The following list states the fee rental schedule and the items available:

1. **Hall includes kitchen - \$150.00**
 - Tables – enough for 300
 - Chairs – approximately 300
 - Stove and refrigerators
 - Deep fryer – oil must be supplied by the user and the fryer must be cleaned by the user
 - Dishes for approximately 300 people (not including cups – approx. 100)
 - Cutlery for 300
 - Various items such as pitchers, tea towels, knives, cream & sugars, platters, bowls – these all may have to be supplemented for large occasions
 - 5- 100 cup coffee percolators
 - 2 large potato pots and some smaller pots
 - Salt and pepper shakers
 - Microwave oven
 - Trays and 3 large tubs
2. **Decorating Time Reserved - \$25.00 (evening previous of function), \$50 afternoon, \$75 all day **Funerals will have precedence over all****
3. **Steam Table - \$30.00**
4. **Bar - \$50.00 (includes the liquor dispenser and refrigerator – but not ice, pop or glasses)**
5. **Pop - \$25.00 (per canister – available through the Ag Society)**
6. **Upstairs Lounge - \$50.00**
7. **Ice Rental - \$30.00 per hour for 3 sheets if ice, excluding local schools for school curling.**
8. **Meetings - \$25.00 for Elks, Royal Purple, Oilmen, Chamber of Commerce, Floor Curling**
9. **Meetings, Rallies, Anniversaries and Birthdays - \$75.00 which excludes the use of the kitchen. Regular hall rates to be charged when the kitchen is used.**
10. **Funerals. No charge but a donation is appreciated.**
11. **Gift Opening - \$50.00 – if this follows a previous day rental of the hall for a wedding, anniversary, etc.**
12. **Sound System – this system may be used free of charge but is under lock and key – must be obtained from the caretaker. Any damage to this system will be assessed and the user will be responsible for the cost of all repairs.**

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13. **Cordless Microphone - \$150.00** – Damage deposit. This will be refunded if no damage occurs of microphone.

Extra Cleanup charge of \$50.00 will apply if the caterers do not clean the kitchen. This includes wiping the outside of the cupboards.

A kitchen equipment check must be done before and after the function with the Caretaker. Any missing items will be charged at costs for replacement.

If long tables are used please wipe them clean and leave them out, as they will mold if put away.

Please inform caterer to observe rules posted in kitchen regarding dishes, silverware, pots and pans.

Caterer Name: _____

Address: _____

Make cheques payable to Breton Agricultural Society.

I have read the guidelines and have completed the attached schedule. I am also aware that I must purchase the Party and Liquor Liability (PAL) Insurance at least 24 hours prior to my event.

Date: _____

Signature: _____

The Breton Community Centre is a non-smoking building.

	Caretaker
Bev Colleton	Phone: 780-696-3543
	Cell: 780-898-4642

Breton Agricultural Society Party and Liquor Liability Insurance (PAL)

Liquor Liability Insurance is not mandatory as far as the Provincial or Federal laws dictate. However, venues themselves may have a policy or bylaw that makes it mandatory for renters to have liquor liability coverage. They have that right and are not in contravention of any laws in doing so.

The Village of Breton has a mandatory clause regarding liquor liability; therefore you must purchase a minimum of \$1million Party and Liquor Liability Insurance (PAL) in order to rent the Breton Community Centre for any events that serve alcohol. Without liquor liability (PAL) your group, host/hostess or even bartenders involved in the function are individually open for liability suits.

Commercial General Liability does not cover liquor liability. A separate policy would have to be purchased for coverage of your event. This insurance must be purchased 24 hours prior to the event being held and list the Village of Breton and the Breton Agricultural Society as Additional Named Insured's.

Non-alcohol functions do not require PAL insurance.

Please contact an insurance agent for further details and cost.

Breton Agricultural Society supports this decision.

Breton Agricultural Society