

# Breton Community Centre

## Rental Agreement

Please read the entire contract carefully

Your date will not be booked until payment is received

All information must be filled out



# BRETON COMMUNITY CENTRE

## RENTAL APPLICATION

P.O Box 480, Breton, AB, T0C0P0

Email: [communitycentre@breton.ca](mailto:communitycentre@breton.ca)

PERSONAL/GROUP INFORMATION				
Group/Individual Name			Contact Name	
Phone Number	Email		Address	
Facility/Event Details				
Facility Requested and Approximate Number of Attendees			Event Details	
Will alcohol be served or consumed?	Yes	No	Host Liquor Liability Certificate	Village Received
It is recommended that all Renters supply their own event liability insurance, if the insurance is not acquired the renter will assume all liability for the duration of the rental.				Renter's Initials
In the event the function is to serve liquor, it is the responsibility of the Renter, at its sole cost and expense, to arrange for and ensure that a Host Liquor Liability Certificate of Insurance has been arranged for and forwarded to the Village of Breton Representative within three (3) days prior to the function. The renter agrees that the insurance policy referred to herein will name the VILLAGE OF BRETON as an additional insured.				Renter's Initials
Rental Fees				
Daily Hall Rental	\$250	Bar Rental	\$50.00	Meeting Room \$50
Damage Deposit	\$500	Weekend Rental Fri PM to Sun PM	\$450	Funeral Donation
Conference room	\$100	Kitchen Only	\$100	Hall w/ Kitchen \$350
Caretaker Fee (Non-refundable)	\$50			

Rental Details				
Request Date	Rental Start Time	Rental End Time	Rental Rate	
Rental Rate Total	Renter's Initials		Village Received	
Security Deposit Total	Renter's Initials		Village Received	Village Returned
Application Signature				
By signing, the applicant represents that all of the above information is true and correct and hereby agrees to the terms and conditions listed. Applicant agrees to pay Rental fees according to the rental agreement rate structure and that the Renter is responsible for any damage to the facility while under this agreement. This rental agreement is not effective until reviewed by a Village of Breton representative and approved in writing	Name (printed)			
	Signature		Date	
Village of Breton Approval				
Village of Breton authorizes the above Rental Agreement for the period(s) mentioned at the rate and security deposit recorded and initialed. Security deposit will be returned upon completion of an inspection after the rental period and no damage or additional cleaning reported.	Name (printed)			
	Signature		Date	

## Village of Breton Community Centre Rental Rates

Damage Deposit	\$500.00	Weekend Rental *Main Hall, doesn't include Kitchen*	
Main Hall/Day	\$250.00	Fri 6PM- Sun 6PM	\$450.00
Hall w/Kitchen	\$350.00	Bar Rental	\$50.00
Conference Room	\$100.00	Small Meeting Room	\$50.00
Kitchen Only	\$100.00	Non-profit Group Discount (Contact Village office for rates)	
Funeral	By Donation		
Caretaker Fee	\$50.00		

\*Chairs will be set up and taken down by Caretaker for funeral events\*

**Damage Deposit must be received at time of booking  
and will be deposited to hold your date.**

**Cheques to be made payable to The Village of Breton.**

\*Upon completion of the final walkthrough the deposit will be refunded if no damages are found\*

## Rental Agreement

Terms and Conditions:

1. The Village of Breton agrees to provide the Renter access and use of the facility for the determined duration ("Rental Period"). Renter must receive approval of rental request and the Village must receive Damage Deposit in full before the facility can be considered to be booked.
2. The Renter agrees to use the facility only for the function agreed upon between the Village and the Renter.
3. The Renter will not permit any damage to occur to the facility, and will be responsible for any associated costs relating to damages while the facility is under rent.
4. The Renter assumes responsibility for the general security and safety of the facility during the rental period.
5. In the event the Renter undertakes or permits any activity within the Facility or the Facility grounds, which may be a nuisance or cause property damage or may cause personal injury, or in the event the Renter is in default of any of the terms and conditions herein, the Village of Breton may terminate this agreement forthwith immediately.
6. Cancellations must be made at least one month prior to the event. No refunds will be issued if cancellation is made with less than one month notice.
7. The Rental amount for any Hall, Meeting Room, Conference Room, Kitchen, Bar or other Facility Rental is due (3) days prior to the Function and must be made prior to any access to the Facility. Payment to be made to: The Village of Breton.
8. The Village of Breton reserves the right to terminate this Rental Agreement for any reason by providing (3) months' written notice to the Renter.
9. The Village of Breton further reserves the right to immediately terminate this Rental Agreement should justifiable cause exist.

## Renter Responsibilities

1. Renter must set up table/chairs and return them as found after the event.
2. All tables/chairs must be washed and dried prior to putting them away.
3. All pots/pans, coffee pots, dishes, utensils must be washed and correctly put away.
4. Counters, stove and coolers to be wiped down.
5. Kitchen floor to be swept and any spills mopped up.
6. Facility must be clean and cleared of all decorations, food, liquor etc.
7. Leave all filled garbage bags in the bin outside the hall.
8. Leave soiled dish towels in the kitchen sink to be picked up and washed.
9. No nails, staples or tacks are to be used in the hall.
10. Per fire code, if using candles, the tip of the wick must be below the top of the candle holder.
11. Turn off all lights prior to leaving, ensure all doors/windows are closed and locked.
12. The Renter is responsible for all missing kitchen, bar and bathroom supplies as well as any damages.
13. No tables or chairs are to be taken off of the premises.
14. Maximum Capacity is as follows:
  - Meeting room – 12
  - Main Hall w/ non fixed seats – 466
  - Main Hall w/ non fixed seats & tables – 368
  - Main Hall w/ non fixed seats & tables (licensed) – 292
  - Stage (licensed) - 32
  - Conference room w/ non fixed seats – 198
  - Conference room w/ non fixed seats & tables – 155
  - Conference room w/ non fixed seats & tables (Licensed) - 123
15. No pets allowed. Certified service dogs only.

## **Acknowledgement and Waiver/Group Liability Insurance**

Renters acknowledge that it is the sole responsibility of the Renter for obtaining all necessary liquor permits, required licenses and Host Liquor Liability Insurance for the Function as defined in the agreement.

It is understood by the Renters, their agents, employees, volunteers, invitees or contractors that no alcoholic beverages will be consumed on the premises or the surrounding grounds of the Community Centre without first obtaining prior written consent of the Village of Breton. In the event that the Village has provided consent to the Renter, their agents, employees, volunteers, invitees or contractors for alcoholic beverages, of any kind, to be consumed on the premises or on the premises grounds, the Renter acknowledges that it will purchase from a licensed insurance agent or broker a Host Liquor Liability Insurance Policy in an amount not less than \$2,000,000.00, and shall name the Village of Breton as an additional insured under such Policy. The Renter agrees to provide to the Village of Breton, or its representative, a Certificate of Insurance confirming the coverage not less than three days prior to the function.

It is further agreed that at all times the Renter, without limitation, indemnify and save harmless the Village of Breton, officers, directors, employees, volunteers, and all other representatives from and against all liability, claims, actions, losses, costs or damages out of actions or omissions of the Renter.

The Renter acknowledges that it is recommended to purchase an event Liability Insurance Policy in an amount not less than \$2,000,000.00 and name the Village of Breton as an additional insured on such policy. If the Renter fails to purchase such liability insurance, they will assume all liability for claims pertaining to the rental period as outlined in the agreement.





