



Schedule PR-007- A

Town of Churchbridge Hall Rental Agreement

Renter: \_\_\_\_\_ Phone #: \_\_\_\_\_  
(Please print)

Email: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
(P.O. Box/Street address) (Town, City) (Province) (Postal Code)

Date(s) of Booking: \_\_\_\_\_ Rental Fee: \_\_\_\_\_

Deposit PD: \_\_\_\_\_ Date: \_\_\_\_\_ Deposit returned: \_\_\_\_\_

This agreement covers the use of the Community Hall as marked below:

<input type="checkbox"/>	Full Facility - full day \$400 +GST
<input type="checkbox"/>	Full Facility - Full day + half day \$500 + GST
<input type="checkbox"/>	Wedding rental (3 days) - \$650+GST
<input type="checkbox"/>	Funeral flat rate - \$175 + GST
<input type="checkbox"/>	Main Hall & Kitchen - full day \$300 + GST
<input type="checkbox"/>	Main Hall & Kitchen - 1/2 day \$200 + GST
<input type="checkbox"/>	Main Hall - full day \$200 + GST
<input type="checkbox"/>	Main Hall - 1/2 day \$150 + GST
<input type="checkbox"/>	Dining room & kitchen - full day \$200 + GST
<input type="checkbox"/>	Dining room & kitchen - 1/2 day \$125 + GST
<input type="checkbox"/>	Dining Room - Full day \$100 + GST
<input type="checkbox"/>	Dining Room - 1/2 day \$75 + GST
<input type="checkbox"/>	Optional Set up/ Take Down Fee - \$125 + GST
<input type="checkbox"/>	Other (by special agreement with Council) - \$ _____

\*Instructions, if not using set up/take down fee:

Tables are to be returned where found. Round tables belong in the storage room connected to the east side of the Main Hall. Rectangle tables are to be stacked and placed along the walls in the Main Hall. Chairs are to be stacked 12 high and returned to the storage room on the east side of the Main Hall.



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All renters are responsible for removing all garbage and recycling and placing it in the dumpsters located in the back of the building. If the garbage and recycling is not taken out after an event, an additional cleaning fee of \$100.00 will be charged to the renter.

Any renter selling alcohol must be properly permitted and must abide by the Saskatchewan liquor and Gaming Authority permit rules and regulations. The Town of Churchbridge assumes no responsibility with respect to the well-being of patrons attending permitted functions. Liability insurance is the responsibility of the renter.

I (please print) \_\_\_\_\_ (Renter) agree to pay the deposit of \$ \_\_\_\_\_ at the time of booking, Dated \_\_\_\_\_ and the full rental fee of \$ \_\_\_\_\_ on \_\_\_\_\_.

I (please print) \_\_\_\_\_ (the renter) have read, agree and accept the terms and conditions of this rental agreement and will not hold the Town of Churchbridge responsible for the actions or consequences of persons attending the function on (date) \_\_\_\_\_.

Signature:

Date:

\_\_\_\_\_

\_\_\_\_\_

\*\*The deposit will be refunded upon inspection and determination that no unusual clean-up is required, no damage has occurred.

\*\*Costs in excess of the deposit amount will be billed to the renter. A full accounting of any damages or missing items will be forwarded to you along with any applicable refund or amount owing within 30 days of the event.

Retain this copy for your records