

HIRRA Community Hall Rental Agreement

Please fill this in and return to the appropriate member of the hall committee.

Date: _____ **Time:** From _____ To _____

Function: _____

Renter: _____ **Telephone:** _____

Reservation Fee: _____ **Cash / Cheque #** _____

Total Rental Fees: _____ **Cash / Cheque #** _____

Damage Deposit: _____ **Cash / Cheque #** _____

FEES:

- All fees must be paid on or before the date of rental.
- A charge of \$10 will be levied for non-return of the key

REFUNDS:

- Damage/clean-up deposit is refundable within 48 hours of use. Failure to comply with the rental agreement will result in the loss of the damage/clean-up deposit in addition to other costs accrued in returning the Hall to its rental condition.
- Reservation fee is refunded if the booking is cancelled more than 4 weeks prior to the event.
- July 1st to Labour Day cancellations are not refundable.

POLICIES:

- The appropriate permit must be obtained by the renter and displayed when alcohol is served.
- All applications for special rates must be made to the Hall Committee in writing, at least 6 weeks prior to the event.

I agree to the conditions, terms and fees of this contract, and will abide by the regulations and clean-up procedures as outlined on the HIRRA website (hirra.ca)

Signature: _____ **Date:** _____