

SPRINGBANK HERITAGE CLUB

244168 Range Road 33, Calgary, Alberta T3Z 2E7 Main Phone: 403-242-9350

Contact: Janice Lambert – Hall Rental Chair Email: Janice3Lambert@gmail.com

Facility Rental Application

1. Hall Rental Charge _____ \$ _____
2. Prior Day Set-up Charge _____ \$ _____
3. Kitchen Rental _____ \$ _____
4. Miscellaneous _____ \$ _____
5. Name of Rental Group _____
6. Activity Planned _____
7. Number of people expected _____
8. Date of Use _____ Hours: From _____ To _____
9. Rental Paid _____ Cheque # _____ Total Cost to Renter \$ _____
10. Damage Deposit \$ _____ Date Received _____ Date Returned _____

TERMS AND CONDITIONS

1. Smoking is NOT allowed in the hall.
2. Nails, tacks or pins are NOT to be used for decorating.
3. Lighting of candles is NOT permitted in the hall.
4. *Renter nor their invitees are allowed use of the TV, Pool Tables, Shuffleboard Table or Games.*
5. Ovens and other electrical appliance are NOT to be left unattended when in use.
6. A responsible adult MUST be at the hall between the opening and closing of the hall.
7. Renter is responsible for clean up AFTER their function and the removal of all garbage.
8. After your function, the tables and chairs MUST be returned to their original position.
9. Full kitchen use includes use of utensils, table settings but excludes any food supplies or consumables. The commercial sterilizer can only be operated with the Club Operator.
10. Hall Rental Committee opens and closes the hall. Keys are not given to Renters.
11. Damage Deposit must be PAID upon signing this Agreement. The Hall Rental Charge must be PAID when the hall is opened. Any miscellaneous charges PAID by the closing of the hall.
12. Renter is responsible for the repair and/or replacement of the facilities to the extent such repair or replacement is the result of Renter's (or its invitees) negligence, misconduct, misuse, or breach of the terms and conditions of this agreement.
13. Depending on the function, liability insurance may be required (*see Rental Fee List for details*).
14. Member Rental Rates are ONLY for members in good standing for at least TWO year and their dependent children. Sponsors must have the same standing.

Renter's Signature _____

Name _____

Phone #'s _____

Address _____

Club Sponsor's Name _____

Springbank Heritage Club Representative Signature _____