RENTAL AGREEMENT FOR USE OF
STRATHEARN HALL, 9511-90 St Edmonton, AB

RENTER INFORMATION:

<table>
<thead>
<tr>
<th>Name of Renter:</th>
<th>Non-Profit (Y/N)?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Person:</td>
<td></td>
</tr>
<tr>
<td>Address:</td>
<td>Phone:</td>
</tr>
<tr>
<td>Email:</td>
<td></td>
</tr>
<tr>
<td>SCL Member #:</td>
<td></td>
</tr>
</tbody>
</table>

EVENT DETAILS:

<table>
<thead>
<tr>
<th>Name of Event:</th>
<th>Expected Attendance:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Event Start*:</td>
<td>Date:</td>
</tr>
<tr>
<td>Event End*:</td>
<td>Date:</td>
</tr>
<tr>
<td>Liquor Served (Y/N)?</td>
<td></td>
</tr>
<tr>
<td>Use of Kitchen (Y/N)?</td>
<td>Caterer (or “Self”):</td>
</tr>
<tr>
<td>Audio/Visual Equipment Requested**:</td>
<td></td>
</tr>
<tr>
<td>Additional Notes:</td>
<td></td>
</tr>
</tbody>
</table>

* Set-up and clean-up time must be included in the event duration ("Event Start" to "Event End"); Set-up and/or clean-up time outside the rental period is subject to hall availability and additional charges may apply.

**Additional damage deposit is required for use of A/V equipment.

FEES AND DEPOSITS:
(to be completed by SCL)

\[
\begin{align*}
\text{Total Rental Fee:} & \quad \quad \\
\text{- Reservation Deposit:} & \quad \quad (\text{Due when contract is signed}) \\
\text{=} \quad \text{Balance Due:} & \quad \quad (\text{Due 30 days prior to event}) \\
& \quad \quad \text{Damage Deposit:} \quad (\text{Due prior to event start})
\end{align*}
\]
Rental Agreement Terms

1. **Reservation Deposit**—The Renter must pay a non-refundable deposit of $150 for full-day and half-day rentals, or $50 for hourly rentals, upon signing the rental agreement. The reservation will not be confirmed until payment is received.

2. **Rental Fee**—The Renter must pay the full rental fee, less the reservation deposit, no less than thirty (30) days prior to the rental date.

3. **Cancellation**—The rental fee, less the non-refundable reservation deposit, is only refundable if the Renter provides the Strathearn Community League with written cancellation notice no less than thirty (30) days prior to the rental date.

4. **Damage Deposit**—The Renter must provide a damage deposit of $500 if no A/V equipment is being used, or $750 if A/V equipment is being used, prior to the rental date. The Strathearn Community League will refund the damage deposit, less any amount for damages or cleaning fees, no later than fourteen (14) days following the rental date. The Strathearn Community League shall determine the amount of damages or cleaning fees that are to be subtracted from the damage deposit.

5. **Excessive Damage**—Where the damage deposit is insufficient to fully cover the amount of damages to the hall or the equipment, the Renter agrees to pay the Strathearn Community League the full cost of repairs over and above the damage deposit. The Strathearn Community League shall determine the cost of the repairs and shall provide written notice of the balance owing to the Renter no later than fourteen (14) days following the rental date. The balance owing immediately becomes due and payable upon receipt of the written notice.

6. **Event Insurance**—The Renter shall maintain event insurance in the amount of $2,000,000 with the Strathearn Community League designated as Additional Insured. If liquor is being consumed, then Liquor Host Liability must also be included in the policy. The Renter shall provide proof of insurance to the Strathearn Community League at least seven (7) days prior to the rental date.

7. **Liquor License**—The Renter must supply their own liquor and a liquor license appropriate for the event. The Renter must provide a copy of the liquor license to the Strathearn Community League at least seven (7) days prior to the rental date. The liquor license must be displayed at the bar during the rental period.

8. **Laws and Regulations**—The Renter agrees to observe all fire code regulations, federal and provincial laws, and city bylaws; The Renter agrees to abide by Alberta Gaming and Liquor Commission (AGLC) regulations and comply with conditions specified in any liquor licenses/permits.

9. **Non-Smoking Policy**—The Renter must ensure that no guests are smoking inside the Hall at any time.

10. **Noise Curfew**—The Renter will observe a noise curfew of 11pm for Sunday through Thursday rentals, and 12am for Friday and Saturday rentals. After the noise curfew time, the Renter will
ensure that music and all other noise is maintained at a level that does not disturb nearby residents.

11. **Catering**—It is the responsibility of the Renter to ensure that the caterer(s) are aware of their responsibilities, loading/unloading procedures, and what equipment and supplies are available.

12. **Supplies**—Strathearn Community League supplies paper towel, toilet paper, cleaning supplies, and tables and chairs; all other items such as plates, silverware, table cloths, etc. must be supplied by the Renter.

13. **Decorating** — The Renter may not use nails, screws, staples, and/or pins to decorate the hall; The Renter may use painter’s tape, sticky-tack, or string.

14. **Cleaning**—The hall must be cleaned by the Renter to the satisfaction of the Strathearn Community League according to the attached cleaning checklist; all belongings (decorations, food, liquor, equipment, etc.) must be removed before the rental end time. Failure to clean will result in required cleaning fees being deducted from the damage deposit at a rate of $50/hr.

15. **Conduct**—The Renter will ensure that proper care and consideration is exercised in the use of the facility and property thereof, that appropriate conduct is maintained (including no excessive noise), and the area of use is left in a clean and tidy condition.

16. **Hall Use Waiver**—The Strathearn Community League assumes no responsibility whatsoever for any and all injuries, damages, or loss to persons or property, however caused, including claims arising out of the dispensing of alcoholic beverages. Without limiting the generality of the foregoing, the Renter is fully responsible for any and all damages to the Hall and equipment, however caused, while the Hall is in the Renter’s care, custody and control.

17. **Right to Enter**—The Strathearn Community League reserves the right to enter the hall during the rental period to ensure that these terms and conditions are adhered to.

18. **Termination of Contract**—The Strathearn Community League reserves the right to terminate this contract at any time prior to and during the rental period if the Renter is not complying with the Rental Agreement Terms herein.

Agreed and accepted this____ day of ___________________, 20___, Edmonton, AB

__________________________________________________________________________

Per Renter: Print  Signature

__________________________________________________________________________

Per Strathearn CL: Print  Signature