Lessee Name: Address: Cell #: Event Type: Hall Rental times (includes decorating):	Date of Event Email: Phone #: # of Persons expe From:	ected: To:		
Bar required: Yes No	Bar Open time:			
Special Occasion Permit: Yes No	·			
Serving Food: (must have if Bar open and not just snacks and coffee available)				
Bar Tender (no tax)	\$ 50.00	\$		
Rental for a Business Meeting	\$ 125.00	\$		
Тах	25.25	\$		
Hall Rental Fee (includes Kitchen:	\$ 300.00	\$ \$ \$		
Tax	39.00	\$		
Hall Rental fee must be paid 1 month prior to rental date				
Security charge (Stag & Doe)	\$ 200.00	\$		
Deposit ASAP (reserves hall)	\$ 125.00	\$		
(Deposit with Contract ASAP) e-transfer to <u>bandblewis@xplornet.com</u> or CASH				
TOTAL CHARGES e-transfer to payments	s.stittsville.lions@gma	<u>iil.com</u> \$		

Note: If the lessee cancels this agreement within a month of the event date, the deposit and hall rental becomes a Non-Refundable Cancellation

Lessee Obligations The Lessee, by signing this Lions Hall rental Agreement, undertakes to rent these facilities as indicated and has provided a e-transfer or cash payable to Stittsville District Lions Club.

Deposit: Deposit is only returned if the hall is left as it was received, clean, no garbage and with no damages

Also, by the Lessee's signature, the Lessee agrees that the separate agreement entitled Lessee's Obligations has been read and understood and that such Lessee's Obligations forms part of this rental agreement.

Date:	Signature of Lessee:
Date:	Signature of Lessor:

Last call: 12:15 am Bar closes at 12:30 am Hall must be vacated by 1:00 am

LESSEE'S OBLIGATIONS: The undersigned Lessee has entered into a LIONS HALL RENTAL AGREEMENT for the date of \_\_\_\_\_\_ and understands that these Lessee Obligations form part of the Lions Hall Rental Agreement.

KEYS FOR ENTRY AND ALARM: Keys will be provided for your event just prior to the event. It is the Lessee's responsibility to ensure that the both doors are closed tight and the alarm system has been set and doors locked upon exiting. Be aware that if there are hanging items near sensors, you cannot set the alarm.

BAR: No alcohol can be brought on the premises by the Lessee or guests. All alcoholic drinks must be consumed in the hall and no alcohol drinks can be taken outside. Lion's bartenders will close down event at their discretion, if this is not adhered to.

FOOD: If the Bar services are being used, the Lessee agrees to provide adequate food to meet Liquor license requirements (not just snacks) and coffee must be available.

NO SMOKING: No smoking or vaping is allowed inside building or within 9 meters of the building.

DECORATIONS: Decorations can be used, but must be removed after event. NO TACKS, NO CONFETTI (including sparkly metallic versions, or BALLOMS with it inside. Masking tape only.

LIQUID SPILLS: All spills must be reported to Bartender who will help with cleanup. DRY messes (chips etc.) must be sweep up.

TABLES AND CHAIRS: The Lessee is responsible to set up the tables and the tables must be wiped down before putting the tables away.

All chairs are to be put away, piled only 10 high and on the trolley's.

While cleaning the tables pour all liquid into a container and pour down the sink. Do not put liquid coffee or drinks into garbage bags.

USE OF KITCHEN AND GARBAGE: The Lessee is responsible to clean kitchen as it was found.

Garbage: Must be taken to dumpster at the back and end of the Building. Make sure the bags are not leaking.

SPECIAL OCCASION PERMIT: The Lessee is responsible to obtain a permit to serve their own wine at a religious event. Bartenders will be responsible to serve this wine and bar will be closed during the dinner.

The bar will reopen only after all this wine is consumed or removed and recorked.

INITIAL SIGNATURE OF LESSEE:	DATE
INITIAL SIGNATURE OF LESSOR:	DATE
FINAL SIGNATURE OF BARTENDER:	DATE
FINAL SIGNATURE OF LESSEE:	DATE