

Town of Regina Beach (South Shore Joint Use Committee)
South Shore Recreation Centre
Rental Agreement

CAPACITY- Theater Style (540 people, *extra chairs required*) Banquet Style (360 people)
Available for use - 55 tables that seat 6 chairs per table & 279 chairs

RENTAL TIME AVAILABLE

Weekdays: From 6:00 p.m. on (if earlier the time must be confirmed with South Shore School)

Weekends: Anytime

BOOKING FEE

A 50% booking fee is required to confirm the booking. This booking fee will not be refunded if notice of cancellation is not received 30 days in advance of the date booked.

DAMAGE AND KEY DEPOSIT

Total payment and a \$150.00 damage and key deposit is required. This deposit will be cashed and a refund will be issued providing the following conditions have been met

- The custodian will meet the renter at the specified time and open all necessary accesses The custodian will go through the Damage and Key Deposit Inspection Report with the renter before and after the event.
- Should the renter fail to meet the conditions of the Damage and Key Deposit Inspection Report, the damage deposit will be kept plus the renter will be charged an addition:
 - Extra cleaning \$50 per hour
 - Cost of repair or replacement.

STANDBY

To book the facility for standby the full rental will be collected. If the facility is unused, one half of the rental will be refunded if notification is received up to two hours prior to time to meet the caretaker.

EQUIPMENT AVAILABLE FOR BIRTHDAY PARTIES

- 4 rubber basketballs
- 10 floor hockey sticks
- 1 rubber ball for floor hockey nets, if needed

CLEAN UP

Cleanup –by the Renter day of the event or next day

- Wash & put away
 - Tables face up 6 high
 - Chairs on trolleys in 3 stacks of 12
 - Dishes and utensils – Dishwasher must be used
 - Bars
- Tidy kitchen & wash countertops, stoves and sinks must be left in the same condition as they were found
- Remove decorations
- Sweep and wash all floors
- Haul garbage to the bins located outside on the south side of the Rec. Centre
- Remove bottles full or empty

Cleanup - Next Day (Renter), additional charge – refer to *Cleanup - by the Renter day of the event or next day* for cleaning instructions

Clean-up may be done at 10:00 A.M. on the morning following your event if no other event has been booked.

Failure to report at this time will result in an additional \$35.00 charge. If clean-up is unsatisfactorily, please refer to the terms of Damage and Key Deposit section of this agreement.

Cleanup - Optional (Caretaker), additional charge

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|--------------------------------------------------------|-----------------------------------------------------|
| RENTER WILL - Wash & put away dishes & utensils | CARETAKER WILL - Remove any decorations left |
| - Wash & put away tables face up 6 high | - Vacuum |
| - Clean & put away chairs on trolleys in 3 stack of 12 | - Sweep & wash floors |
| - Remove personal items | - Clean toilets |
| - Remove bottles (full & empty) | - Clean kitchen, countertops & stoves |
| - Remove garbage | |
| - Put away bar | |

If clean-up is unsatisfactorily, please refer to the terms of Damage and Key Deposit section of this agreement.

PLEASE NOTE:

- Liquor must be served in plastic cups supplied by the renter
- All rental groups are responsible to ensure adequate insurance coverage and all required permits for sale/non-sale of liquor are in place prior to commencement of the rental agreement.
- No dance wax is to be sprinkled on the floor
- No confetti is allowed on the premises
- Security may be required for your event at your cost.
- The sound system and a CD player are available if prior instruction from the caretaker.
- The stage door may be used if prior instruction from the caretaker.
- The Dishwasher "Must" be used for all dishes that remain at the Recreation Centre.
- The South Shore Recreation Centre Joint Use Committee will not be responsible for any private property brought to or left at the Recreation Centre.
- All persons must be vacated from the Centre by 3:00 a.m.

EFFECTIVE AUGUST, 2010

No smoking or any tobacco products allowed in the Centre or on school grounds, please adhere to the signs posted.

The foundation of The Tobacco Control Act is to restrict youth access to tobacco products and to protect Saskatchewan residents from environmental tobacco smoke. In May 2010, Bill 133, an Act to amend The Tobacco Control Act was passed. Bill 133 will bring about changes that will affect schools.

Effective August 2010, all tobacco use will be prohibited on the grounds of elementary and secondary schools in Saskatchewan. This change includes both smoked and smokeless tobacco, but will not apply to the sacred or ceremonial use of tobacco.

I AGREE to the above terms and conditions.

Date _____

Name/Organization _____

Renter's Signature _____