



RCN Curling Club Lounge Rental Contract

v.2007.2

Name of Renter: _____

Date Required: _____ From: _____ To: _____

Purpose of gathering: _____

Number of people anticipated: _____

Food Service: None Snacks Sit-down meal for _____ persons

Food Handling on premises: None Warming / Cooling

NB: The club does not provide food; any food would be provided by the renter or their caterers.

Advance access required for setup / decoration? No Yes, _____ hours before

Nature of setup / decorations: _____

Special requirements for wine / spirits for dinner (subject to the Rates, Terms, and Conditions attached)

Item: – specify brand and quantity:

Other special requirements / arrangements:

Rental Cost:

Basic rental fee (see T&C item 1)	
<input type="checkbox"/> up to 65 guests - \$375 + \$22.50 GST	<input type="checkbox"/> \$397.50
<input type="checkbox"/> over 65 guests - \$425 + \$25.50 GST	<input type="checkbox"/> \$450.50
Wine / liquor purchased as special request (see T&C item 5)	
Charges for special arrangements specified above	
Security deposit (see Terms and Conditions)	\$250.00
TOTAL:	

Total shown must be paid in full by no later than 5 business days prior to the rental date.

Agreement:

We, the undersigned, have read and agree to the rates, terms and conditions of rental as set forth in this agreement. We agree that the total amount specified above is for the items specified, and that if additional charges are incurred as specified in the terms and conditions, we will be responsible for them. The applicant further agrees to abide by the R.C.N. Curling Club rules and regulations.

The Directors of the R.C.N. Curling Club reserve the right to cancel this contract with at least 48 hours notice and to refund all advances made, without incurring any obligation on the part of the Directors.

This contract is hereby accepted this _____ day of _____ 20__.

For the applicant: _____

For the RCN Curling Club: _____

Terms and Conditions

1. The basic rental fee includes the following:
 - a. Use of the main lounge and side-lounge for the date and hours expressed above
 - b. Bar services provided by the club.
 - c. Use of the kitchen facilities by the renter or a caterer hired by the renter for cooling, warming, and serving food. Full food preparation and cooking on the premises is not permitted.
 - d. Access to the premises for setup; a maximum of 3 hours. The club makes all required tables and chairs available; the renter is responsible for setup and takedown.
 - e. Cleaning before and after the event. Note that this is basic cleaning; the renter is responsible for removing and disposing of any decorations brought in for the event. In the case this is not done, the renter will be charged for the removal at the rate of \$10 / hour, deducted from the security deposit refund.
 - f. Coffee urn will be provided on request.
2. A security deposit of \$250 is required, and will be refunded within 5 business days, minus any deductions as per these terms and conditions.
3. Rental groups are not entitled to supply any alcoholic products, including liquor and beer, not purchased through the Club Bar.
4. Renters wanting a non-stocked alcoholic beverage for dinner may inform us in advance of the quantity and type required. The quantity must be reasonable for the number of diners. The club will purchase the requested wine and make it available at a price of \$3.00 per bottle above the purchase price. The following two conditions apply:
 - a. the renter is responsible for the full amount, regardless of the number of bottles actually served
 - b. all bottles provided in this manner, whether opened or not, must be left on the premises
5. The Club Manager or Bartender shall be in charge at all times.
6. Rental groups shall be held responsible for any breakages or damages to the club property. Should the security deposit not be adequate to cover the cost of repairs, plus any charges under items 9 and 10 below, the renter agrees to cover the additional costs.
7. Rental groups shall be responsible for injury to third parties, including any incurred through use of the kitchen facilities. The renter must ensure that any caterer employed is appropriately insured.

8. The premises must be vacated at or before the indicated time but shall not be later than 2:00 AM on the following day.
9. The premises, including the kitchen facilities, must be left in an orderly and clean condition. If they are not, a charge of \$10 / hour for a cleaner, minimum 3 hours, will be deducted from the security deposit refund.
10. The club will not be responsible for any lost, stolen, or damaged personal items, either in the club or on its property.