

## VILLAGE OF ST. LOUIS COMMUNITY HALL RENTALS

### RULES AND REGULATIONS TO GROUPS RENTING THE COMMUNITY HALL

**The Community Hall is a smoke free building.** There is a \$100 deposit required to have your date booked. Until this \$100 deposit is paid, your date is not confirmed. This deposit is only refundable, to cancellations, up to 60 days prior to event. The key can be picked up the day prior to your event from the St. Louis Village Office. When you pick up the key, the remaining balance of the rental fee must be paid in full. Also, when picking up the key, a \$150 damage deposit is required, that will be refunded after the event and inspection by Village staff.

The Community Hall will be stocked with garbage bags, paper towels, soap and toilet paper. Mops and brooms are available at the Hall, for your use in case of minor emergency spills. The Hall is complete with freezer, cooler, fridge and stove equipment. The only cleaning required by lessee upon vacating is the following: clean off tables of garbage, glasses and bottles (**please, no liquids in garbage cans**); **wash all tables**; take all bagged garbage out to the bin at front of Hall; clean oven (if used); remove all empty bottles and personal items; turn off water to urinals in men's washroom. Please clean any broken glass from exterior of building. Please use table cloths or banquet paper coverings, if possible.

The Hall rental also includes use of a coffee percolator, but all other supplies must be supplied by the lessee. This includes all dishes, bowls, utensils, pitchers and can openers. **The Hall is not equipped with any audio / visual equipment. A microphone and PA system can be provided for a refundable deposit of \$125. This deposit will also be returned upon the return of the microphone and audio cord.**

**The use of sparkles, glitter, confetti or such items is prohibited in the Community Hall.**

Tape used on walls, tables and floors is to be restricted to masking tape only. No scotch tape or duct tape permitted. Use of these items will result in a clean-up fee being charged. Any damage done to the Hall by the lessee or guests of the lessee is the responsibility of the lessee to pay for repair or replacement.

#### **Price Grid (subject to changes) (all rates are subject to GST)**

Supper and Dance / All day use	\$400.00
Supper Only	\$250.00
Evening Social or Dance Only	\$350.00
Gift Openings / Bingos / Afternoon Socials	\$200.00
Meetings / Funeral Lunch / Additional Day	\$200.00
Ball Tournaments / Events	\$400.00/day
Decorate Night Before	\$ 75.00
Washrooms (for outside events)	\$200.00

I, \_\_\_\_\_ hereby agree to the terms and conditions of this lease agreement.

Dated at \_\_\_\_\_, Sask. this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_

Seating Capacity – Dance 350, Supper 300