

WATERVILLE & DISTRICT FIRE DEPARTMENT

Rental Contract

Contact: Jeff Greer (H) 902 679-9811 © 902 599 2135 jeffgreer@bellaliant.net

PO Box 99, Waterville, NS B0P 1V0 1415 County Home Rd. Cambridge

RENTER:

Name _____ Phone # _____

Organization _____

Mailing Address _____

BOOKING INFORMATION:

Date _____ Time _____

Event _____ No. of people _____

Room: Banquet Hall (\$150.00) _____ Banks Room (\$50.00) _____

**** You are required to pay half of the rental fee to secure your rental. Not refunded if rental is cancelled.**

CATERING:

Fire Department Auxilliary has first right of refusal for all caterings. Contact: Linda Foote (902) 679-7245

Request for catering? Yes _____ No _____ Kitchen Rental = \$100 _____

**** Any catering other than the Fire Department must provide OWN Liability Insurance Coverage.**

BAR:

Yes _____ No _____ Contact: Michael Keith at (902) 538-8958

For items not regularly stocked there will be NSLC charge + 40%. Only liquor under our license is permitted. Your guests are required to sign in.

OTHER OPTIONS:

P.A. System	Yes _____	No _____	Free N/C
TV / VCR	Yes _____	No _____	\$20 charge
Multi-Media Projector	Yes _____	No _____	\$20 charge
Coffee & Tea	Yes _____	No _____	\$25 charge

\$50.00 Clean up Charge on all Non-Payable Rentals

Refunded only upon satisfactory inspection of Hall (please allow 30 days)

CANCELLATION POLICY:

30 days notice must be received or balance of Rental Fee will be charged.

*unless deemed unforeseen circumstances.

DATE & TIME to pick up key:

Balance of Rent Payable upon receipt of key.

*Leave key in "Key Drop Box" located in the lobby.

* You are responsible for all actions when you give the key to someone else.

Renter: _____ Date: _____

We appreciate your co-operation and effort in Recycling!

**** PLEASE READ HOUSE RULES ON REVERSE****

***Welcome and Thank You for choosing us for your event!
We sincerely hope your visit is a pleasant one and hopefully you'll be
back in the future!
To help keep costs down and our facility looking respectable for next
time, we need your co-operation!***

HOUSE RULES

- **NO SMOKING** under Bill 125, Smoke Free Places Act
- Do not use tacks, nails, staples or scotch tape on tables , walls or other furnishings. We suggest tacky putty or painter's tape.
- You are responsible to remove your decorations. We put away chairs and tables.
- Tables are found under the stage. Chairs are on carts at the rear of hall. Please do not use tables as chairs.
- Please do not drag tables or stacks of chairs across the floor.
- No confetti of any kind, including foil types.
- We do not provide linen table cloths. Paper covering provided when ladies cater.
- Fire Department must operate any bar.
- No Drinking on the Dance Floor.
- No outside liquor allowed - including liquor for spiked punch. All liquor must be purchased from the Bar!
- Washrooms are on the brick side of the hall at the break in the wall.

*Should you need any assistance,
please ask at the Bar or the Members providing Security.*

*I have read the conditions above and accept full responsibility for any
damages incurred including when I give someone else the key for decorating.*