

Quesnel & District Seniors' Society Date: _____
 461 Carson Ave. Quesnel, B.C., V2J 2B6
 Telephone 250 992-3991, email: mainhall@telus.net

RENTAL CONTRACT
Make cheques payable to Quesnel & District Seniors' Society

Event: _____ Contact: _____
 (Renter)
 Address: _____ Telephone: _____
 Date: _____ Time: _____
 Email: _____ Fax: _____

FULL RENTAL PAYABLE BY _____

Caterer: _____ Bar Event: ____ Mic: ____ Projector: ____

Decorator: _____

Rentals	Amount	Receipt Number	Amount
Main Hall			
Activity Rm			
Board Rm			
Kitchen			
SOCAN			
Decorating			
Memorial			
Lunch			
Dish Rental			
Sub Total			
Hall D/D			
Kitchen D/D			
Dishes D/D			
Total		Total Received	
Refund			

Capacity – Maximum capacity is 450 using forum style and 250 using banquet style with either the rectangular or round tables. Fire regulations forbid these maximums being exceeded.

Security

Security of the building and insured contents is essential. We recommend that you purchase both liability insurance and insurance for your contents. The Seniors' Society insurance does not cover any goods that are not under our direct care and control. If you wish to make sure that anything you leave in the building is covered you need to obtain your own insurance. Please be aware that others can access the building. While we trust our key holders, we have no control over possible misuse of their keys.

Cancellations – Damage deposits are forfeited if your event is canceled because of the non-payment of the full contract. The final contract event payment is forfeited if there is a cancellation within 2 months before the date of your event.

Bookings - Confirmation: Your booking will be considered confirmed upon receipt of the damage deposits.

Due date: Final rental payment is due 2 months prior to the date of the event.

Forfeiture: See above under cancellations.

Age requirement: The renter must be at least 19 years of age.

Refunds – Security deposits will be refunded 7 business days after the event, provided no damage or loss to or in the building or on the grounds has occurred. Damage, loss, excessive mess or non-compliance with conditions may result in a forfeiture of all or some of the deposits. All and any loss or damage to the building, grounds or contents are the responsibility of the renter.

Miscellaneous - Please ensure that:

1. The building is secure.
2. You have obtained liability insurance. (PAL available at AC&D) and content insurance if needed.
3. The caterer follows B.C. Food regulations and our Requirements and Procedures.
4. Caterers and Decorators are covered by their own liability insurance.
5. If liquor is being served your required liquor permit is displayed in a visible location and B.C. liquor regulations are being adhered to.

**SMOKING OR VAPING IS NOT PERMITTED ANYWHERE IN THE BUILDING
This includes Cannabis.**

I, the undersigned, fully understand the conditions and terms of rental included in the Contract and in the Rental Requirements and Procedures.

Signature: _____ Date: _____

Name and Title: _____