

Schedule C - Rental Agreement for Willow Creek Community Hall

Willow Creek Community Association  
Rental Agreement for Private Function at Willow Creek Community Hall  
49337 Range Road 274, Leduc County, Alberta

Organization: \_\_\_\_\_ Renter's Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Cell Number: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Email: \_\_\_\_\_  
Date(s) Booked: \_\_\_\_\_ Rental Fee: \_\_\_\_\_  
Damage Deposit: \_\_\_\_\_ Special Requests: \_\_\_\_\_

Will alcohol be present/consumed during this rental? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, please read Rental Condition #9.

**Rental Conditions:**

1. A booking is considered confirmed once Schedule B -Intent to Rent Form and the \$150 reservation fee has been received by the Booking Coordinator. Hall must be vacated by midnight on last day of the rental, no overnight guests. Renter has until noon, the following day to clean up, however if facility is rented the following day by another party then Renter must have hall and grounds cleaned by 7 am the following day. Failure to clean hall and grounds - \$25 per hour charge (minimum charge of 2 hours).
2. Cancellation Policy is listed on Schedule B - Intent to Rent Form
3. The Renter will not permit any action which may be deemed a nuisance, annoyance or fail to abide by any federal, provincial, or County of Leduc law or by-law.
4. It is further agreed that at all times the Renter, without limitation, indemnify and save harmless the Willow Creek Community Association, its directors, officers and agents and Leduc County, its councillors, officers, employees, volunteers, and all other representatives from and against all liability, claims, actions, losses, costs or damages arising out of actions or omissions of the Renter.
5. All chattels, furniture and fixtures brought to Willow Creek Community Hall by the Renter is at the sole exclusive risk of the Renter and the Willow Creek Community Association makes no representation or warranties to the Renter concerning liability for any loss or damage.
6. The Willow Creek Community Association will provide basic bathroom supplies such as toilet paper, paper towels, soap and janitorial supplies to clean the interior of hall. Please bring your own tea towels and dish clothes, if you will be using our dishes, etc.
7. The Renter will be responsible for setting up hall as they require and for ensuring that the hall and its grounds are left in the same condition that they received it in.
8. The Renter is responsible for supplying any and all additional equipment, or services required for their rental that are not provided by Willow Creek Community Association.
9. Renter acknowledges that it is their sole responsibility for obtaining all necessary liquor permits and Host Liquor Liability Insurance for this rental. It is understood by the Renter, their agents, employees, invitees or contractor that no alcoholic beverage will be consumed on the premises or the surrounding grounds of the Willow Creek Hall owned

by the Willow Creek Community Association, without first obtaining consent from the Booking Coordinator. In the event that the Booking Coordinator has provided consent to the Renter, their agents, employees, invitees or contractors for alcoholic beverages, of any kind, to be consumed on the premises or on the premises grounds, the Renter acknowledges that they will purchase from a licensed insurance agent or broker a **Host Liquor Liability Insurance Policy in an amount not less than \$2,000,000, and shall name, as an additional insured, the Willow Creek Community Association and Leduc County under such policy.** The Renter agrees to provide to the Willow Creek Community

Association, or its representative, a Certificate of Insurance evidencing the coverage not less than fourteen (14) days prior to the Function, as defined in the Agreement. Renter must follow all Alberta Gaming and Liquor Commission regulations during this rental.

**10.** The Renter is responsible for the communication of these rental conditions and for the conduct of all participants during the rental period. Any and all damages caused to the Willow Creek Hall, its grounds and other structures on site during the rental, the Renter will be responsible to pay for all costs to restore back to condition as it was prior to rental.

**11.** The Renter must take with them all garbage from facility and grounds. Charge of \$200, if garbage is not taken. Garbage bags will be provided.

**12.** If Renter loses the hall key, there is a charge of \$200.

**13.** Payment of rent and damage deposit must be received in full before access to the Willow Creek Hall is permitted.

**14.** No smoking or animals are allowed in the Willow Creek Hall.

**15.** If the renter and/or guests are too loud or damage our facility, or are in any way inappropriate to the community/family orientation of our facility, Willow Creek Community Association reserves the right to terminate the rental, evict, cause to be removed and refuse further bookings or admissions to persons or groups misbehaving, causing nuisance, causing wilful damage, ignoring or failing to comply with these rental conditions.

The Renter's signature below confirms they have read this rental agreement and agree to comply with all the conditions and accept responsibility for all rental monies due and any damages that may occur to this facility and its grounds during the rental period listed above.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at Calmar, Alberta.

**Willow Creek Community Association** by its authorized representative.

Per: \_\_\_\_\_

\_\_\_\_\_  
Printed Name of Renter

\_\_\_\_\_  
Signature of Renter

Acknowledgement

The Renter acknowledges, by their initials, that alcohol will be consumed at the Function. \_\_\_\_\_

The Renter acknowledges, by their initials, that alcohol will **NOT** be consumed at the Function. \_\_\_\_\_