

ST. JOSEPH'S PARISH HALL

299 County Road 8, DOURO DUMMER, ON, K0L 2H0

Email: office@stjosephsdouro.ca; Phone: 705 652 3231

Maximum Capacity: 175 Upstairs; 126 Downstairs (Sit Down)

RENTAL RATES			
1.	Events up to 6 hours	\$150.00	\$100.00 Cleaning Deposit
2.	Events for 6 - 24 hours	\$200.00	\$100.00 Cleaning Deposit

ALL WHO USE THE HALL ARE REQUIRED TO OBSERVE THE FOLLOWING

- ➔ **A HALL RENTAL AGREEMENT** must be signed in advance. The terms and conditions specified in that document are binding.
- ➔ Areas used are to be swept following the event.
- ➔ Tables & Chairs are to be wiped off and arranged as found.
- ➔ If helium balloons are used, ceiling FANS MUST BE TURNED OFF. The cost to remove balloons caught in the fans is \$ 35 per fan, and will be charged to the user.
- ➔ **A CERTIFICATE OF INSURANCE** showing the RCEC Diocese of Peterborough and St. Joseph's Parish as "Additional Insured" with a limit of liability no less than \$2,000,000 MUST BE ON FILE with the rental agreement at the Parish Office. (Insurance may be purchased from Pearson-Dunn Insurance Company through the Parish Office)
- ➔ **Cleaning Deposit** is paid in advance by the user of the hall in the amount of \$100.00 (representing 6 hours of hall cleaning costs). A portion of this may be reimbursed depending on the condition in which the facility is found following the event.

Rental Agreement

between **The Parish of St. Joseph, in the County of Peterborough**
on behalf of **The Roman Catholic Episcopal Corporation for the Diocese of Peterborough in Canada**
and (Lessee) _____
(Name of Organizer) (Name of Organization, if applicable)

(Mailing Address, incl Postal Code) (Phone Number Home/Work)

For the rental of St. Joseph's Parish Hall, 299 County Road 8, Douro Dummer, ON, K0L 2H0, 7056523231
for the purpose of:

_____ between the hours of _____ a.m./p.m. and _____ a.m./p.m., on _____
Date: (Day) (Month) (Year)

Conditions of Rental Agreement:

1. Groups or movements opposed to the Christian Spirituality and Tradition, especially in relation to faith and morals are not eligible to rent the facility.
2. No celebration or gathering is permitted which is intended to mark an occasion or event which could not be celebrated in a Catholic church or chapel due to a conflict with Catholic teaching and laws, or which should have been celebrated by a Catholic priest or deacon.
3. No gambling is permitted.
4. All candles must be enclosed or contained in glass; candelabras, single candle sticks and open flames of any kind are not allowed.
5. The purchase and sale of alcohol shall be the sole responsibility of the St. Joseph's Council of the Knights of Columbus.
6. No alcohol is to be taken outside the hall at any time and consumption of alcohol, other than that purchased on the premises is a violation of the Provincial Liquor Laws and is strictly prohibited.
7. All LCBO regulations must be observed.
8. Decorations, pictures etc. may be affixed to the walls or ceilings only with masking tape or similar non-permanent methods.
9. No confetti or similar substances may be used in or around the premises; if used, a cleaning fee will be charged to the lessee.
10. Restitution for any malicious damage to St. Joseph's Parish Hall is the responsibility of the lessee.
11. Rented areas are subject to supervision during the period of rental.
12. Rented areas are to be vacated and left in the same conditions as prior to rental.
13. All persons are to vacate the premises not later than 1.00 a.m.
14. A certificate of liability insurance providing coverage of not less than two million dollars (\$2,000,000) per occurrence and naming both the above-name Parish and the above-named Roman Catholic Episcopal Corporation as "Additional Insured" must be presented prior to hall rental.

Payment terms: Partial payment is necessary at time of the signing of contact; the balance is payable before the date of use (cheques payable to St. Joseph's Parish).

Alcohol is to be served at this event: NO , or YES , and Conditions 5,6,& 7 above are being observed.

(Signed of behalf of Lessee) (on behalf of St. Joseph's Parish)

Down Payment: \$ _____; Remainder Due: \$ _____; Date: _____