



FACILITIES RENTAL AGREEMENT

Applicant Information

Name of Organization: _____

Contact Person: _____

Address: _____ City: _____

Postal Code: _____ Phone: _____ Email: _____

Facility & Rental Information

Facility: _____ Date(s): _____ Time: _____ Event: _____

Check all that apply:

___ Rental Charge: \$ _____

___ Curtain Dividers: \$ _____

___ Extra Day: \$ _____

___ Picnic Tables: \$ _____

___ Stage: \$ _____

___ Coffee Urn: \$ _____

___ Table Cloths (Black): \$ _____

___ Porta Potties: \$ _____

___ Table Cloths (Ivory): \$ _____

___ Camping Spots: \$ _____

_____ Tables (round)

___ Podium \$ _____

_____ Tables (rectangle)

___ Other: _____

_____ Chairs

Subtotal: \$ _____

GST: \$ _____

PST: \$ _____

TOTAL: \$ _____

Security Deposit Paid \$ _____ yes no

*** Tables, chairs, and garbage bags are included in any Facility Rental Agreement, as well as use of the kitchen. ***

Rental Policy:

At the time of the rental booking, one half of the rental plus security deposit is due. If cancelled more than 91 days from the date the renter will receive a full refund; if cancelled within 90 days of the function, you get your security deposit refunded. Balance of the rental due 90 days before the function. If the rental booking is made within 90 days, full payment plus security deposit is due

immediately. Battlefords Agricultural Society has the right to terminate any function where there is any illegal misconduct.

_____ (Initial)

Security Deposit:

Facilities must be left in the same condition as found. The security deposit will not be refunded if any damages have been done to ANY property of the Exhibition Park.

The Renter must have the facilities cleaned up and moved out by 2:00 am. Each ½ hour portion of thereafter will be charged \$50.00, to be deducted from the security deposit. You may pre-arrange to clean up the following day at an additional charge depending on availability. Set up may be done the day before the rental date at an additional charge and depending on availability, set up is the responsibility of the renter. The Renter is responsible to remove all garbage from the building, major spills to be mopped up, all food and drinks to be removed from the kitchen, ALL kitchen appliances, counters, grills, stove, or coffee urn(s) are to be cleaned after the rental. Renter is responsible to ensure all doors and gates are locked after event. Keys must be returned to the office the next business day. Tables and chairs are to be cleaned and left out to ensure proper cleaning. Failing to clean facilities will result in the partial or full loss of the security deposit.

The Renter must have liability insurance and provide to BAS a copy of the policy with Battlefords Agricultural Society named as “additional insured”.

If you *decline to purchase your own liability insurance* for this date/event, **please sign & date** the following statement: I _____ on _____ understand by declining to purchase my own liability insurance, I am

assuming the financial risk of any liability that I may be held responsible. _____ (Signature)

The Renter must abide by Provincial Liquor Laws with no minors present at a licensed function unless accompanied by a parent, legal guardian, or their spouse if that spouse is over the age of nineteen. Security must be on duty at all licensed rentals. Please refer to your permit for additional information.

The Battlefords Agricultural Society agrees to make available the above noted facilities for the amount and date indicated above.

The Renter agrees to the above charges and other conditions as contained on this rental agreement. _____ (Initial)

Signature of Renter
Date

Signature of Battlefords Agricultural Society
Date