AGREEMENT FOR RENTAL OF COMMUNITY CENTRE

I, _____, hereby state that I will take full responsibility for the LARK HARBOUR COMMUNITY CENTRE while I am renting it for the period of _____. I acknowledge that I will have to pay for any damages and /or janitorial fees that are incurred during this period of rental. I agree to clean up the centre after I am finished with it, leaving it in the same condition it was upon initial entry. Renter will be responsible for any damage related to hall items.

SIGNED AT LARK HARBOUR THIS _____ day of _____, _____ .

The Town of Lark Harbour DOES NOT AUTHORIZE any company, business, or persons to SELL BEER, LIQUOR, OR SPIRITS, in the community centre or on the premises.

The seating capacity at any event shall not exceed the AUTHORIZED SEATING OF 92. **All items are used at own risk and not Council responsibility if accidents occur. Note: The Town is not responsible for SNOW CLEARING and will not be held accountable for any mishaps due to snow accumulation.**

Business hours at the hall are from 9am to 4pm on weekdays except for Thursday where the hall closes at 5:30pm. There will be no parties or setting up during these hours. There will be absolutely **NO** fireworks set off on the property and **NO** smoking in the hall.

_____ _____

SIGNATURE OF RENTER SIGNATURE OF TOWN CLERK/MANAGER

RULES:

1. COUNCIL NOT RESPONSIBLE FOR ANY PERSONAL ITEMS LEFT BEHIND.
2. OUTDOOR PREMISES TO BE FREE OF CIGARETTES AND OTHER LITTER.
3. HALL CLEANING **MUST** BE COMPLETED.
4. FLOOR SWEPT AND LEFT CLEAN, TABLE AND CHAIRS CLEANED.
5. ALL DISHED CLEANED AND PUT AWAY.
6. BATHROOMS CLEANED.
7. WINDOWS CLOSED, MOPS LEFT CLEAN AND TIDY.
8. ALL GARBAGE/WASTE BASKETS EMPTIED AND PUT IN GARBAGE BOX OUTSIDE.
9. ALL HEATERS TO BE SET TO 12 DEGREES.
10. ALL TAPS ARE SHUT OFF AND NO WATER RUNNING.
11. LOCK GARBAGE BOX AFTER USAGE.
12. MAKE SURE EMERGENCY EXIT DOOR IS CLOSED BEFORE LEAVING.
13. ALARM SYSTEM **MUST** BE SET BEFORE LEAVING PREMISES.