



Athabasca District Agricultural Society Agriplex Rental Agreement

1)	Renter:	Email:
	Address:	Phone Number:
2)	Date of Function:	

3) **Event or Alcohol Insurance (PAL):** The Athabasca District Agricultural Society will be named as an additional insured on the Event Liability Insurance or Public Alcohol Liability Insurance. A copy of the insurance with a minimum **3 million dollar liability** must be provided at time of key pick up or the hall keys will not be released. Event Liability Insurance required for all bookings (even if alcohol is not being served).

4) **Cancellation:** A notice of 120 days prior to the event must be given, if this does not occur \$200.00 booking deposit will be retained with no refund. Special circumstances are subject to Board approval.

5) **No Smoking** - there is **no smoking in the hall**

6) **Facility Occupancy Load:** **300** space with non-fixed seats, **250** space with non-fixed seats and tables

7) **Extra Cleaning:** if any additional cleaning is required the renter will be subject to an additional fee of **\$50.00 per man hour**, which will be deducted from the damage deposit.

8) **Personal Loss or Damage:** The Athabasca District Agricultural Society will not be held responsible for any personal loss or personal damage incurred on the Athabasca District Agricultural Society premises.

9) The Renter named on the contract (1) will be held liable for any damages occurring to the Athabasca District Agricultural Society Building named the Agriplex and its surrounding Area.

Rental Fees & Deposits			
<i>All Rental fees are plus GST // No GST on refundable deposit</i>	Rate	GST	Rental
1) Booking Deposit <i>This fee is required for all booking contracts.</i>	\$200.00	N/A	\$200.00
2) Weekend Rate Thursday 5pm-Sunday 3pm (includes kitchen) <i>Damage Deposit</i>	\$800.00	\$40.00	\$840.00
	\$800.00	N/A	\$800.00
3) Long Weekend Thursday 5pm-Monday 3pm (includes kitchen) <i>Damage Deposit</i>	\$900.00	\$45.00	\$945.00
	\$900.00	N/A	\$900.00
4) Day Rate Hall 6am to 1 pm <i>Damage deposit</i>	\$420.00	\$21.00	\$441.00
	\$420.00	N/A	\$420.00
5) Day Rate Kitchen (12 hour)	\$100.00	\$5.00	\$105.00
6) Meeting Rate/Hour (NO kitchen)	\$35.00	\$1.75	\$36.75
Add Ons & Packages Available			
7) Wine Glasses - 250 available, \$1.00/glass		N/A	
8) Round Tables - 11 available, \$10/table <i>Rectangular tables included, round tables extra</i>		N/A	
9) Table Cloths (Black) - 12 available, \$10 each		N/A	
10) Projector & Microphone - \$20 per day		N/A	
11) Wedding Add On <i>11 Round tables, 250 glasses, and cleaner (10hrs - kitchen clean not included in 10hrs)</i>	\$800.00	\$40.00	\$840.00
12) Wedding Package <i>Includes weekend rental (Thursday 5pm to Sunday 3pm), 11 round tables, 250 glasses, projector & microphone, and cleaner (10hrs - kitchen clean not included in 10hrs)</i>	\$1,600.00	\$80.00	\$1680.00
12) Damage Deposit	\$1600.00		\$1600.00
SubTotal	\$	\$	\$
Damage Deposit	\$	\$	\$
Total <i>(Less \$200.00 Booking Fee)</i>	\$		
Balance Owing <i>(Paid at the receipt of keys)</i>			

Payable as Cash / Etransfer / Money Order / Certified Cheque / Bank Draft

Deposits will be refunded within 30 days of the event.

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Renter Name

Signature

Date

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Director Name

Signature

Date

Agri-Plex Booking Director:

Lori Duma 780-689-7078

Email: info.aadas@gmail.com
(e-transfer to this email address)

For Athabasca District Ag Society Accounting:

CK#	
Damage Deposit to be returned	
Rental Income	