

# Balgonie Multiplex – Facility Rental Agreement

P.O Box 310, Balgonie, Saskatchewan SOG OEO Telephone: (306) 771-4343 Fax (306) 771-2899

**PLEASE NOTE: The renter of the Balgonie Multiplex must be 21 years of age or older!**

Name of Renter \_\_\_\_\_ Phone Number \_\_\_\_\_

Address \_\_\_\_\_

The Balgonie Multiplex agrees to rent the large/small hall to the above-mentioned renter on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, for the hours of \_\_\_\_\_ to \_\_\_\_\_. The renter agrees to accept responsibility for any damages that may be caused by their guests whether deliberate or inadvertent. The renter will be responsible for costs, which exceed the damage deposit amount. The Balgonie Multiplex is a **NON SMOKING** facility. **THERE IS NO CONFETTI/RICE ALLOWED IN THE BUILDING.** The Balgonie Multiplex is not liable for any accident or injury that may occur to anyone in attendance at the renter's event. The renter is responsible for removing all food, liquor, decorations, and personal effects and clean-up of all kitchen equipment including: counters, sinks, stoves/ovens, cups, dishes, utensils, coffee urns, that are used by the renter. Any renter wishing to use outside caterers for their function, must prepare and store **ALL FOOD** at the Balgonie Multiplex.

**LOSS OF THE DAMAGE DEPOSIT MAY OCCUR IF:**

- **ANY EVIDENCE OF SMOKING/TOBACCO/VAPING IS FOUND IN BUILDING.**
- **CONFETTI/RICE IS FOUND IN THE BUILDING.**
- **LOST KEY FOR FACILITY.**
- **IMPROPER CLEANING OF THE KITCHEN IN THE HALL.**

\_\_\_\_\_  
Authorized Rental Representative

\_\_\_\_\_  
Renter

Signed this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

The Multiplex provides as required a public address system. Included in rental (please request at the time of booking) podium, set up and take down of tables and chairs. **ABSOLUTELY NO** decorating on the walls or from the ceiling! Only battery operated candles will be allowed in hall - no open flames. Hooks are provided for your use on the molding board and the front walls.

Special instructions:  
\_\_\_\_\_  
\_\_\_\_\_

Non -refundable Deposit (1/2 of facility rental) + Damage Deposit Amount  
Paid \_\_\_\_\_ - Remaining balance payable on rental date.

**BOOKINGS ARE NOT GUARANTEED UNTIL THE NON-REFUNDABLE DEPOSIT + DAMAGE DEPOSIT IS RECEIVED AND CONTRACT IS SIGNED AND RETURNED TO THE TOWN OFFICE.**

4/11/2018