



THE CORPORATION OF THE TOWNSHIP OF PICKLE LAKE
ARENA RENTAL AGREEMENT

PICKLE LAKE ARENA RENTAL AGREEMENT

BETWEEN

The Corporation of the Township of Pickle Lake,

AND

ON THIS ____ DAY OF _____, _____.

GENERAL CONDITIONS

This Agreement applies to special events of a non-recurring nature, whether or not they are licensed under the authority of the L.L.B.O.

The Township of Pickle Lake Arena Rental Agreement comprises of applicant information, event information, the Regulations and Conditions and Certificate of Applicant. In signing the applicant is aware and has agreed to these charges and conditions.

The Township of Pickle Lake reserves the right to refuse the granting of an Arena Rental Agreement to any applicant or organization.

REGULATIONS AND CONDITIONS

1. Contact Township Office at least 1 week prior to your event to discuss equipment and/or special areas required.
2. The Township of Pickle Lake will not be responsible for personal injury, damage or loss/theft of personal property or equipment of applicant or anyone attending the function.
3. Applicant/organization is responsible for (where/when applicable):
 - **Must** provide minimum one million dollars public liability insurance for a licensed event. Copy of insurance must be submitted to the Township Office prior to event. If not received prior to the event; your event may be cancelled at the discretion of the Township of Pickle Lake.
 - Additional P.A. & stage equipment as required.
 - All advertising for the event.
 - Set-up before & clean-up after event, unless alternate arrangements have been made with Township Office.
 - Obtaining any extra tables and/or chairs.
 - Providing police/security for event if needed.
4. **PLEASE NOTE:** The applicant agrees to remove all garbage, immediately after the event.
5. *If the Arena is not cleaned as specified above, an additional charge will be added to rental.*
6. Personal equipment (instruments, money, etc.) must be removed from the Arena at end of the event unless alternate arrangements have been made with the Town Office.
7. The applicant/organization is responsible for all damages and/or losses arising from the use of Township property and agrees to reimburse the Municipality for any costs incurred by the Township as a result of such damages and/or losses.
8. Under no circumstances are persons permitted to remove Town equipment (chairs/tables, etc.) from the Arena.
9. **CANCELLATIONS: ABSOLUTELY NO REFUNDS.** An administration charge of **\$35.00 plus HST;** is applicable for rescheduling of a previously booked event.
10. **Safety equipment is mandatory** as required by By-Law 2017-13.
11. All ice rentals bookings must be paid in advance to hold booking times.

APPLICANT INFORMATION

Name of Applicant:

Last	First	Middle Initial
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Applicant contact information:

(H) Phone	(W) Phone
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Mailing Address:

EVENT INFORMATION

Club/Organization:

Name/Nature of event:

Date(s) of event:

Time(s) of event:

Doors open to public: YES / NO

SPECIAL INSTRUCTIONS:

RATES AND INVOICING

During winter season:

Category	Price	Quantity	Total
Adult	\$80.00/hr		
Youth/School	\$60.00/hr		
Non-Resident	\$90.00/hr		
Total + taxes			

During summer season:

LICENSED EVENT			
Category	Price	Quantity	Total
Residents - 1/2 Day	\$150.00		
Residents - All Day	\$225.00		
Non-Resident - 1/2 Day	\$225.00		
Non-Resident - All Day	\$300.00		
Total + taxes			

UN-LICENSED EVENT			
Category	Price	Quantity	Total
Community Service Groups	\$10.00/hr \$100.00/day		
Residents	\$25.00/hr \$175.00/day		
Non-Resident	\$35.00/hr \$225.00/day		
Total + taxes			

OFFICE USE ONLY

Event Fee: \$ _____/

Amount Owed: \$ _____

NOTE: FEES DOUBLE WHEN BOOKED ON STATUTORY HOLIDAYS

Invoice Number: _____/

Receipt Number: _____/

ARENA RENTAL AGREEMENT

CERTIFICATION OF APPLICANT

I hereby make application for the above indicated accommodation (and/or grounds) and equipment and certify that the above information is correct. I further certify that I have read the Regulations and Conditions and other information on the attached and I agree to conform thereto and to strictly bind thereby and by any other applicable Policies and Regulation of the Township Council and/or LLBO, and by all applicable federal and provincial legislation.

I agree with the fees and estimated charges, and I understand that these amounts may be revised if necessary and that I may be required to pay for additional charges resulting from misuse, breakage and cleaning.

I understand that this rental agreement or eligibility for future rental agreements may be cancelled for failure to comply with the terms and conditions of this rental agreement.

X _____
Name of Applicant (Please Print)

X _____
Applicant Signature

X _____
Name of Township Representative

X _____
Township Representative Signature

Accepted this _____ day of _____, 20____,
by the Corporation of the Township of Pickle Lake.