



Inglewood Community League of Edmonton

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www.inglewoodcl.com

Agreement Number: _____

Hall Rental Agreement

This Rental Agreement is made between:

The Inglewood Community League of Edmonton
(hereinafter referred to as the "**Community League**")

-and-

Joe Mackey

(hereinafter referred to as the "**Renter**")

Whereas the **Community League** owns and operates a Community League Hall, located at:
12525 116 Ave NW, Edmonton, Alberta T5M 4C5

and

The **Renter** wishes to use the premises for the purposes described in Appendix A: Rental Details
(hereinafter referred to as "Appendix A").

Therefore, the **Community League** and **Renter** agree to the following:

Terms

1. An event rental is not considered booked with Inglewood Community League until the Rental Coordinator receives the completed agreement, rental fees, and damage deposit.
2. The **Renter** agrees to pay the **Community League** any non-refundable deposit, the rental fee and damage deposit indicated in Appendix A: Rental Rates and Fees. The **Community League** will return the damage deposit to the **Renter** no later than 15 days after the date of the event—or in the case of

a recurring event–the date of the last event in the booking, or within 15 days of the cancellation or termination of this rental agreement, minus any applicable deductions.

3. Event cancellations or changes must be made in writing to the **Community League's** Hall Rental Coordinator. If a cancellation is made:
 - a. more than thirty (30) days prior to the event date, the **Renter** will receive a full refund of fees paid less any non-refundable deposit.
 - b. between fifteen and twenty-nine (15-29) days prior to the event date, the **Renter** will only receive a refund of 50% of the Rental Fee and a full refund of their damage deposit.
 - c. less than fifteen(15) days or less prior to the event date, the **Renter** will only receive a full refund of their damage deposit.
 - d. If for any reason the **Community League** is unable to honour a booking, all monies will be fully refunded to the **Renter**.
 - e. If the **Renter** requests a change of the date or time of their event(s), the **Community League** will make every reasonable effort to change their booking to a new mutually agreed time and date. The **Community League** reserves the right to charge a \$100 change fee in these cases.

Condition Of Premises

4. The **Renter** agrees to clean the premises at the end of the rental period as outlined in Appendix B: End of Rental Cleaning and Checklist (hereinafter referred to as "Appendix B"). If the **Renter** fails to comply, the **Renter** agrees that the **Community League** may deduct the cost of cleaning from the Damage deposit. Cleaning by the **Community League** will be charged at a rate of \$100.00 per hour.

Damages

5. The **Renter** agrees they are responsible for the cost of replacing or repairing any damage done to the property or the facility during their occupation of the premises. The damage deposit will be held until an inspection of the premises is completed by the **Community League** following the event. The **Renter's** liability under this clause may not be limited to the damage deposit.
6. The **Community League** shall not be responsible for any loss, damage or injury which may be incurred by any person during the rental period. The **Renter** shall indemnify the **Community League** against any claim which may arise as a result of the rental, made by any person for loss, damage or injury.

Guests

7. The **Renter** assumes full responsibility for the conduct of all people at the hall and will ensure that orderly conduct is maintained both inside and outside the hall.
8. The **Community League** or its designate reserves the right to refuse entry to the premises or to require the removal from the premises of any person who, in the opinion of a representative of the **Community League**, is likely to cause damage to the property of the **Community League** or injury to others.

Insurance

9. The **Renter** shall maintain third-party liability insurance against claims for death, personal injury, and property damage on the premises, in an amount not less than \$2,000,000. The policy should name the **Community League** as an additional insured. Policies shall be in a form and with an insurer acceptable to the **Community League**. The **Community League** hall will not be available until a valid Certificate of Insurance is received.
10. The **Renter** will ensure that all third-party contractors and/or service providers (caterers, inflatables, etc.) also provide proof of coverage to the same requirement as the **Renter**.

Licensing

11. The **Renter** will ensure compliance with the conditions of their AGLC liquor license or special event license. This license will be posted in the area where alcohol will be dispensed.

Other

12. The **Renter** will ensure compliance with all municipal and provincial bylaws. The damage deposit will not be refunded if smoking occurs inside the facility.
13. Animals are prohibited from the premises unless they are a certified service animal or a registered emotional support animal.
14. The Rental Agreement, the Certificate of Insurance, and the AGLC Liquor License or Special Event License must all be issued to the same individual.
15. Upon any violation of this agreement by the **Renter** as to the stated purpose of this event, who will be in attendance, or the consumption of alcohol, this agreement will be deemed null and void, and the entire Damage deposit will be forfeited. Further, the event may be cancelled or ordered to cease, at the discretion of the **Community League** Hall Rental Coordinator or Designate, without refund of the rental fee. If the **Community League** has Agent Status, that Designate may also be a member of the Edmonton Police Service.

This agreement is executed on behalf of the **Renter** and the **Community League** by the following people authorized to sign on their behalf:

Renter

Full Legal Name (if an Individual or Corporation):	
Mailing Address:	
City and Province:	
Postal Code:	
Name of Authorized Signing Officer (if a corporation, club, or association):	
Signature:	
Dated:	
E-mail Address:	
Phone number: (in case of emergency/issue)	

The Community League

Name of Authorized Signing Officer:	
Signature:	
Dated:	

Document Details

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