

North Grenville Curling Club - Rental Agreement



Client Name/Organization: _____ Rental Date(s): _____ Time of Rental: _____

Address: _____

Phone #: _____

Total number of guests: _____

Email address: _____

The North Grenville Curling Club offers the following rental options. Check the option that best meets your rental needs. Send any questions and your completed application to ngcc.rentals@gmail.com.

ARENA and MAIN FLOOR LOUNGE: Rent one or more sheets of ice with the use of the Main floor Lounge and change rooms. Includes the use of slide-on grippers, sliders, and brooms. Helmets or other head protective gear are recommended. Ice rentals are for two hours. Maximum capacity is set to 8 players per sheet.

No. of sheets	Rate	Cost of Arena and Main Floor Lounge Rental (A)
<input type="checkbox"/> 1 -2 sheets, 2-hour rental	\$250	
<input type="checkbox"/> 3 -5 sheets, 2-hour rental	\$350	
<input type="checkbox"/> 5 sheets, whole day (includes ice prep-pebbling between draws, and scrape every 2 draws)	\$700	
<input type="checkbox"/> Off-season arena floor with Main floor lounge (2 hour minimum)	\$100/hr	

MAIN FLOOR LOUNGE: use of the Main Floor Lounge only

Time block	Rate	Cost of Main Floor Lounge Rental (B)
<input type="checkbox"/> 4 hours or less	\$200	
<input type="checkbox"/> More than 4 hours	\$300	

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UPSTAIRS (2ND FLOOR) BANQUET HALL ONLY: The maximum capacity is 200 people. Includes use of the kitchen with fridge, ovens, microwave, pots, dishes, cutlery, dishwasher, and sinks.

Time block	Rate	Cost of Banquet Hall Rental (C)
<input type="checkbox"/> 4 hours or less	\$350	
<input type="checkbox"/> More than 4 hours	\$600	

TABLECLOTHS

Tablecloths Required?	Cost per rental	Cost of Tablecloths (D)
<input type="checkbox"/> Yes	\$100	
<input type="checkbox"/> No		

BARTENDER SERVICE: Bartender service. Note that over 50 people require two (2) bartenders.

Number of people	Number of Hours	Rate per hour	Cost of Bartender service = Number of Hours x Rate per hour (D)
<input type="checkbox"/> less than 50 (1 bartender)		\$30	
<input type="checkbox"/> More than 50 (2 bartenders)		\$60	

OTHER DOCUMENTS

Other documents Required?
<input type="checkbox"/> Event Policy (required over 75 guests OR liquor licence)
<input type="checkbox"/> Liquor Licence

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TOTAL AMOUNT OF RENTAL:

Cost of Arena and Main floor lounge Rental (A) or (B)	Cost of Banquet Hall Rental (C)	Cost of Tablecloths (D)	Cost of Bartender service (E)	Member OR Not-for-Profit 20% Discount (F)	Total Cost Rental A+B+C+D+E-F

Prices include HST. A \$100 deposit is required when the rental contract is signed.

Your NGCC RENTAL COORDINATOR is:	
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CONDITIONAL TERMS OF NGCC RENTAL AGREEMENT

Terms of this rental agreement between the North Grenville Curling Club (NGCC) and the undersigned are as follows:

1. Payment in full is due on the date of the rental. Payment may be paid by etransfer to: ngcurlingclub@gmail.com, or by cheque payable to the North Grenville Curling Club (NGCC).
2. Rental Deposit is forfeited if the event is cancelled within 10 days of the scheduled date. Rental Deposit is also forfeited if proof of insurance (if applicable to rental) is not provided within 5 days of the rental date. (see #7)
3. The Renter (Client) agrees to clean up after the event which includes the removal of all food, paper, decorations, and cardboard and all of the garbage is to be put in the bin outside of the back door of the curling rink. The Renter (Client) is also responsible for sweeping the floor at the end of the event. If the kitchen facilities are to be used, the fridge must be emptied, and dishes and utensils must be cleaned and put away before departing the club.
4. The Renter (Client) agrees to be financially responsible for all damages to the club and its facilities that result from this booking.
5. All outdoor footwear will be removed in the front lobby and it is recommended that indoor footwear be worn within the Lounge and Banquet Hall.
6. The Renter (Client) is not permitted to bring any form of alcohol onto the NGCC property. Alcohol is permitted if the Renter (Client) has obtained an event liquor licence AND the alcohol brought into the facility has been purchased under the event licence.

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7. At the discretion of NGCC, the Renter (Client) must provide proof of insurance through means of an "event policy". NGCC must be named additionally insured on the Renter's (Client's) event policy. All events with over 75 people, and/or events with an event liquor licence will be required to meet this condition.
8. Any additional furniture required must be provided by the Renter (Client) and removed from the NGCC within 48 hours of the event.
9. The Renter (Client) must contact the NGCC Rental Coordinator before the Event to decorate and prepare if required. If a DJ or caterer requires access to the hall before the Event, the NGCC Rental Coordinator must be contacted.
10. Whenever food is prepared or served as part of a rental, at least one person who has completed Food Handler Certification training and is duly certified, must be on the premises for the duration of the rental.
11. The freezer is not available for use. If there is any available fridge space it can be used. The plates, cutlery, cups, and saucers are available as is the use of the dishwasher. Consumables, dishcloths, saran wrap, foil, etc. should be supplied by your caterer. Pots and pans can be used on the day of the event upon request and an inventory list will be supplied to the caterer. The Renter (Client) will be charged for any missing items.
12. The facilities are to be returned to the same condition it was found.
13. The Renter (Client) accepts and signs the terms as outlined in the attached form.

Thank you kindly for helping to keep our facility clean and functional for future use.

I/ we agree to the above conditions:

	Signature	Date
Client Representative:		
NGCC Executive or representative:		