

Red Deer Titans Rental Agreement

Name of Renter: _____
 Address: _____
 Phone Number: _____
 Date/ Time Required: _____
 Number of People: _____
 Function: _____

Person in charge of cleaning after event: _____ Phone: _____

Fees

Friday, Saturday, Sunday Dances or Weddings	Rental fee: \$250.00 Damage Deposit: \$200.00 Attendant fee: \$15.00/ hour
Club Members Only	Damage Deposit: \$200.00 Attendant fee: \$15.00/ hour
Monday - Thursdays	\$45.00/ hour 3 hours minimum Attendant fee: \$15.00/ hour

Note: Non- alcoholic events will be charged minimum of \$50.00 for the assistance of the attendant at the clubhouse during the evening.

The applicant hereby agrees to save, secure, and keep harmless The Red Deer Titans against claims of action, liability, judgments, costs, and expenses, including attorney fees, and in all things strictly comply to the conditions of this agreement. I certify that I shall accept responsibility on behalf of my group for any damage or theft sustained by the Clubhouse (premises, furniture, or equipment) because of the occupancy of said premises by our group. *Please initial after reading* _____

RED DEER TITANS CLUBHOUSE
Phone (403) 886-5425 Fax (403) 886-5425
RENTAL AGREEMENT

Event Date

Purpose of Event

Will alcoholic beverages be served/ sold? Yes No

ALL APPLICANTS WILL BE REQUIRED TO SUBMIT A COPY OF THEIR DRIVERS LICENSE. REFERENCES MAY BE REQUIRED.

ALCOHOL

Alcoholic beverages may be served with the advance approval only. If alcoholic beverages are to be sold at the event, you must obtain a license from the Department of Alcoholic Beverage Control Board. However, prior to going to the ABC Board, applicants are required to go to the Red Deer Titans for approval. This license must be presented to a Titans representative 3 days before the event. **All Alcohol is to be provided by the Titans and all profits made by the bar are to go to the Red Deer Titans Clubhouse.**

THE TITANS RESERVES THE RIGHT TO CHANGE, ADJUST, OR DELETE ANY RULES AND REGULATIONS FOUND IN THIS CONTRACT. THE TITANS ALSO RESERVES THE RIGHT TO CLOSE DOWN ANY EVENT, WHICH POSES A THREAT TO THE SAFETY OF THE PARTICIPANTS OR THE FACILITY OR VIOLATES ANY OF THE CONDITIONS STATED.

**TERMS AND CONDITIONS OF CLUBHOUSE RENTAL AGREEMENT
RESERVATION AND FEES**

1. For your rental date to be saved, a \$200 rental deposit/cleaning/damage fee must accompany the application and is **not refundable after 5 calendar days** from reservation if event is cancelled. This fee will also be used to cover expenses incurred due to unacceptable cleaning and/or damage. You will be billed for any damage not covered by this fee.

2. Applicants must be a minimum of 21 years of age to reserve this facility. Applications may be revoked if the intended facility use is misrepresented.

Please initial after reading _____

RESPONSIBILITY

1. YOU ARE RESPONSIBLE FOR ALL ACCIDENTS OR INJURIES TO ANY PERSON(S) OR PROPERTY RESULTING FROM THE USE OF THE CLUBHOUSE FACILITIES.

2. A BUILDING ATTENDANT IS RESPONSIBLE FOR THE FACILITY AND MAY REQUEST POLICE ASSISTANCE AT ANY TIME TO PREVENT EVENT ABUSE OF PRIVILEGE AND TO ENFORCE FACILITY RULES AND REGULATIONS. THE FACILITY ATTENDANT MAY CLOSE DOWN ANY ACTIVITY THAT POSES A THREAT TO THE SAFETY OF THE PARTICIPANTS OR THE FACILITY. IF NECESSARY THE BUILDING ATTENDANT WILL STOP THE SERVING OF ALCOHOL AND/OR CLEAR THE FACILITY AND END YOUR EVENT.

3. A BUILDING ATTENDANT WILL OPEN AND CLOSE THE FACILITY AT THE TIME STATED ON THE FORM. BE SURE THAT THE TIME YOU REQUEST INCLUDES ALL THE TIME YOU WILL NEED TO SET UP TABLES AND CHAIRS, PUT UP AND TAKE DOWN DECORATIONS, PREPARE ANY FOOD PLANNED AND CLEAN UP.

4. A BUILDING ATTENDANT WILL BE ON DUTY IN THE FACILITY DURING THE ENTIRE USE OF THE FACILITY. HE/SHE WILL BE AVAILABLE TO ANSWER ANY QUESTIONS AND HELP YOU AS NECESSARY. THE SERVICES OF THE BUILDING ATTENDANT DO NOT INCLUDE WAITING TABLES, SERVING, KITCHEN HELP, ETC.

5. YOU ARE RESPONSIBLE FOR DESIGNATING A PERSON IN CHARGE OF MEETING WITH THE BUILDING ATTENDANT FOR A WALK THROUGH INSPECTION AT THE BEGINNING AND END OF THE EVENT. ALL CONDITIONS FOR ANY CLEANING AND/OR DAMAGE HAVE TO BE CLEARED THROUGH HIM/HER BEFORE HE/SHE CAN SIGN OFF YOUR CLEARANCE TO RECEIVE YOUR CLEANING/DAMAGE REFUND, WHICH WILL BE MAILED WITHIN 21 CALENDAR DAYS AFTER EVENT. *Please initial after reading* _____

RENTAL CONDITIONS

1. RENTAL AREA: Red Deer Titans Clubhouse ONLY. A building attendant will open and close the facility for you.
2. DECORATIONS: Decorations must be **flame retardant** to protect this building. **Use of glue, nails, tacks, staples, or adhesive tape is strictly forbidden. No tape of any kind may be used on the floors.** You may use masking tape or painters tape to hang decorations.
3. You may not use any type of glitter or shiny confetti. You will be charged an extra fee if this rule is violated.
4. Tables and chairs may not be removed from the building without prior approval of the Clubhouse.
5. You may not store items in any area of the Red Deer Titans Clubhouse either before or after the event.
6. Rice, birdseed, confetti of any kind, etc. may not be thrown inside or outside of the building. You will be charged an extra fee if this rule is violated.
7. **SMOKING: Smoking is prohibited inside of the building. If guests smoke outside, the butts must be picked up.**
8. A kitchen is available for catering and serving. You provide beverage service, dishes, silverware, cooking utensils, tablecloths, dishtowels, etc.
9. The Clubhouse reserves the right to change, adjust, or delete any rules and regulations where health and safety of the patrons is affected, before, during or after the event.
10. APPLICATIONS will not be issued to minors.
11. APPLICATIONS cannot be transferred, assigned or sublet.
12. Animals are not permitted in the building (except seeing eye dogs)
13. Parking availability is not guaranteed and on any occasion may be limited. No parking allowed on residential road, vehicle will be towed at owners' expense.
14. Young children must be under the direct supervision/control of an adult 18 years of age or older.
15. AMPLIFIED MUSIC: (Live band or D.J.) must **end at 1:00 a.m.** No music/ speaking allowed on deck or anywhere outside the building.

16. The renter or an assigned person must sign in and out on the Facility Event Report form and take an initial walk through of the facility with the building attendant.

17. If your scheduled hours of use for the facility must be extended because you are not prepared to leave within the designated time frame, the additional fees will be deducted from your rental deposit/cleaning/damage fee. You will be billed for any additional fees at \$100 per hour.

18. AFTER THE EVENT: You are responsible for:

A. The removal of all decorations and all other items brought in.

B. The placement of all tables and chairs to their storage racks and appropriate areas.

C. The removal of trash from the building and parking area and the placement of all trash in the dumpster at the outside rear of the building.

D. The complete cleaning (which includes sweeping, mopping floors and cleaning toilets) the front entrance, the parking lot, restrooms, reception hall, the bar and kitchen (if used) including stove, refrigerator, counter tops and floors.

Kitchen (serves as an area to warm up or keep warm already cooked food)

Trash Cans and bags

Brooms, dustpans, mops, bucket

Please initial after reading _____

Departure time agreed upon: _____

EXTRA SERVICES THAT YOU MAY USE:

Hours Cost

Day-before Fee (*negotiable if available*): \$ 100.00 _____

Any added hours before or after an event \$ 100.00 per hr. _____

Opt. Table and Chair set-up/down Fee: \$ 150.00 _____

Total cost of extra services: _____

EXTRA ITEMS THAT YOU MAY RENT: *Indicate the number of each item you would like to rent in addition to your hall rental fees.*

Total cost for rental of extra items: _____

OTHER WAYS WE CAN MAKE YOUR CLUBHOUSE RENTAL PERFECT FOR YOUR EVENT:

Tell us what you would like. We may or may not be able to accommodate you. If we can't help we'll try to direct you to some one who can.

I have read and agree with the terms and conditions of the entire contract.

Signature of responsible party _____ **Date** _____

Titans Representative _____ **Date** _____