

WESTBOINE PARK HOUSING CO-OP LTD.

HALL USAGE AGREEMENT

NAME: _____

ADDRESS: _____ PHONE: _____

DATE REQUESTED: _____

TIME: _____ TILL: _____

PURPOSE: _____

- ALL CHEQUES MUST BE FROM MEMBERS ONLY.
- HALL RENTAL FEES AND A CHEQUE FOR THE DAMAGE DEPOSIT MUST BE RECEIVED AT THE TIME OF BOOKING.
- NB: Westboine Park Carl Noonan Hall is listed as a banquet hall with the Manitoba Liquor Board and therefore requires a liquor license when serving alcohol on the premises. Occasional permits may be obtained at any Liquor Mart and should be obtained 21 days before your event.

	HALL RENTAL	REFUNDABLE DAMAGE DEPOSIT
Member	\$50.00 Received _____	\$200.00 Received _____
(with liquor)	\$100.00 Received _____	
Non-Member	\$100.00 Received _____	\$500.00 Received _____
(with liquor)	\$200.00 Received _____	

I/WE HAVE READ AND AGREE TO THE TERMS AND CONDITIONS FOR USE OF THE "CARL NOONAN HALL" AT WESTBOINE PARK HOUSING CO-OP LTD., 32 SHELME RD, WINNIPEG, MANITOBA

Signature

WESTBOINE PARK REPRESENTATIVE

TERMS & CONDITIONS OF HALL USAGE

IT IS UNDERSTOOD BY ME THAT ALL CLEAN-UP OF THE HALL ON THE DATE SPECIFIED WILL BE MY RESPONSIBILITY AND THAT THE FOLLOWING CONDITIONS ARE BINDING ON ME. AN INSPECTION OF THE FACILITY WILL BE CONDUCTED BEFORE AND AFTER THE EVENT TO ENSURE THAT WE AGREE TO THE FACILITIES CONDITION BEFORE AND AFTER THE EVENT.

1. Hall, kitchen and washroom floors must be swept and /or washed immediately after the event is finished.

Before Event:	After Event:
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2. Tables and chairs are to be clean and stacked as found initially.

Before Event:	After Event:
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3. Kitchen stove, fridge, sink and counter are to be cleaned and washed where required. All equipment such as coffee makers, etc. supplied by Westboine Park must be washed and cleaned.

Before Event:	After Event:
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4. All garbage and debris is to be placed in plastic garbage bags and disposed of in the outside bins.

Before Event:	After Event:
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5. Washrooms are to be left in a clean and neat condition.

Before Event:	After Event:
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6. You will abide by the City of Winnipeg by-laws (Noise levels at all times must be kept to an acceptable and tolerable level.)

Before Event:	After Event:
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7. All activities including music must cease by 1:00 AM and clean-up and lock up by 2:00 AM

Before Event:	After Event:
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8. You will ensure that all doors and windows are securely locked before leaving the premises.

Before Event:	After Event:
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9. You will abide by and obtain any licenses or permits required by the Liquor Control Act of Manitoba.

Before Event:	After Event:
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10. The premises, furniture, fixtures and equipment are to be left in the same condition as initially found. Further please note that you must not leave the dishwasher unattended when in use and the dishwasher must be emptied and unhooked from the sink before you leave the premises.

Before Event:	After Event:
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IT IS FURTHER UNDERSTOOD THAT:

1. If the forgoing conditions are not met and should Westboine Park Housing Co-op be required to clean, wash or repair the said premises etc. as stated above the damage deposit shall be forfeited.
2. If any legitimate complaint is received by Westboine Park Housing Co-op with respect to this agreement the member shall have his/her hall usage privileges suspended and the damage deposit shall be forfeited.
3. Nothing contained in this agreement shall preclude or prevent Westboine Park Housing Co-op from maintaining a claim for damages against the "user" in excess of the said damage deposit should such damages to the premises etc. exceed the amount of the said damage deposit.

Before Event:

Member (Hall Renter)

Westboine Representative

After Event:

Member (hall renter)

Westboine Representative