CORPORATION OF TAY VALLEY TOWNSHIP
HALL RENTAL AGREEMENT

To be returned to 217 Harper Road, Perth, ON K7H 3C6
Phone 613-267-5353 / Fax 613-264-8516
www.tayvalleytwp.ca

APPLICATION

_____ Kitchen
_____ Bar

_____ Maberly Hall
Capacity – Chairs only 180
Chairs with tables 120

_____ Burgess Hall
Capacity – Chairs only 80
Chairs with tables 65

Organization: _____

Contact Name: _____

Address: _____Postal Code _____

Phone: _____E-mail address _____

Type/Purpose of Event _____

_____ Licensed _____ Non-Alcoholic

Date: _____
(Specify if this is a recurring event: i.e. Every Thursday between Jan 1 and May 1, 2016)

Time: From _____ To _____ Total Number of Hours _____
[Include set up and clean up period(s)]

AGREEMENT

We have read the rules and regulations of the Township pertaining to rental permits, and we agree to observe them. Failure to comply with the rules and regulations will result in the forfeiture of the security deposit. We further agree to exercise the utmost care in the use of the facilities and to reimburse the cost of repairing any damage arising from our occupancy.

_____ _____
Signature Date

APPROVAL

Fee Paid $ _____ $50.00 Security Deposit Received _____

Date: _____ _____
Signature of Township Representative

ARRANGEMENTS FOR OPENING / CLOSING

In most cases the Township will arrange for the Hall to be opened and closed, by the custodian, at the times booked. In some cases it may be more prudent to make other suitable arrangements for pick-up/delivery of the keys. If other arrangements are to be made you will be contacted with the details.

Custodians: Maberly Hall – Trevor Badour (268-2578) / Burgess Hall – Jean McShane (267-3751)

For Staff Use Only - Calendar updated ❒