

NIPISSING COMMUNITY CENTRE RENTAL CONTRACT



705-724-2144



www.nipissingtownship.com



45 Beatty Street, Nipissing Ontario P0H 1W0

CONTACT INFORMATION:

NAME: _____

PHONE NUMBER: _____

ADDRESS: _____

LENGTH OF RENTAL: _____

WILL LIQUOR BE SERVED?

☐

YES

☐

NO

- Alcohol Licenced Event (6 p.m. to 2 a.m.) *Special Occasions Permit Required (Includes Kitchen Rental) **Additional Items As Listed
- Kitchen Rental
- Hall Rental – ½ Day (4 Hours Approximately) (Includes Kitchen Rental)
- Hall Rental – Full Day (8 hours Approximately) (Includes Kitchen Rental)
- Hall Rental – 2 hours – Education/Training Rate (Does Not Include Kitchen Rental) *Requires Third Party Liability Insurance
- Funeral Luncheon (Includes Kitchen Rental)
- Additional Rental Setup Appointments (Per Hour)

BAR IS TO BE CLOSED NO LATER THAN 1:00 A.M.

I/We _____ have read and am/are aware of the responsibilities of a Special Occasion Permit Holder and have read the Nipissing Community Centre rental information as set out in Appendix "A" by the Township of Nipissing, and agree with these terms. I/We am/are also aware that I/we am/are responsible for damages and responsible, for my/our own liability, as a result of my/our activities.

A Refundable Damage Deposit and a \$25.00 Refundable Key Deposit is due at the time of booking. The Damage Deposit will be returned once it has been determined that no damages have been incurred and the rules in Appendix "A" were adhered to. The Key Deposit will be returned upon receipt of the key. Balance is due prior to the event.

Cancellation must be received one week (7 days) prior to the function or a fee of \$25.00 may be retained. Please contact the Township Office at 724-2144.

RENTAL CHARGES

HALL RENTAL (RENT BASED ON TYPE OF EVENT) \$ _____

DAMAGE DEPOSIT (\$ 75.00 NON - ALCOHOL) (\$ 100.00 ALCOHOL EVENT) \$ _____

KEY DEPOSIT (\$25.00) \$ _____

TOTAL CHARGES \$ _____

PRINT NAME: _____ DATE: _____

SIGNATURE: _____ DATE: _____

SPECIAL OCCASION PERMIT HOLDER/EVENT ORGANIZER

SIGNATURE: _____ DATE: _____

TOWNSHIP REPRESENTATIVE