

## **HALL RENTAL TERMS – STAG & DOE, SPECIAL EVENT/FUNDRAISER**

### **RENTER/PERMIT HOLDER AGREES TO:**

#### **BEFORE:**

- Set up the hall (tables, chairs, etc.)

#### **DURING:**

- Conform to and enforce the alcohol policy described below.
- Keep hall doors closed if air conditioners are running.
- Periodically remove empty beer bottles, glasses, and trash from the tables.
- Provide safe transportation home for intoxicated patrons.
- Assist the bartenders with restocking beer if they require help.

#### **AFTER:**

- Place all bagged trash along the west (kitchen) wall near the door.
- Take down equipment (tables, chairs, etc.) and replace in proper storage location.
- Remove all personal property and vacate the hall by 2:00 am. (After 2:00am a fee of \$15 per ½ hour will be withheld from the security deposit)

### **ALCOHOL POLICY**

- **NO ONE IS PERMITTED BEHIND THE BAR WITHOUT THE BARTENDER'S PERMISSION**
- **NO ALCOHOL IS TO BE CONSUMED IN THE HALL BEFORE THE EVENT START TIME, OR AFTER 1:00 AM. LAST CALL IS 12:45 AM.**
- **NO ALCOHOL IS PERMITTED ON THE FLOOR FOR GAMING OR RAFFLES PRIZES. *(This includes unopened bottles that are used for display or coin-toss games)***
- **NO ALCOHOL IS PERMITTED BEYOND THE HALL DOORS**
- **NO OUTSIDE ALCOHOL (This includes Jello shots, homemade punch, etc.)**

### **BREACH OF RULES WILL RESULT IN CLOSURE OF PARTY/EVENT!!!!**

### **TERMS OF AGREEMENT**

**MEMBER RATES:** Legion Member rates are offered if:

- 1) the event is being held by or in honour of the member or
- 2) the member books a "Stag & Doe" for his/her child or grandchild.

### **BOOKING DEPOSITS AND PAYMENTS**

A non-refundable booking deposit (50% of hall rental rate) is due at time of booking. A refundable damage deposit of \$100 is also due at time of booking. The remaining balance due must be paid in full, prior to the day of the event. The deposit will be returned provided that final inspection of the property reveals no damage, the hall is cleared of your personal property at the designated time and clean-up requirements have been met.

### **LIQUOR POLICY**

The person named on the Hall Rental contract is responsible for all guests. **LAST CALL IS AT 12:45 AM.** Alcohol will not be served after 1:00 am. Tables cleared, and premises vacated by 2:00 am.

### **LIQUOR SERVERS**

Stag & Does, Special Events and Fundraisers require 2 Legion Bartenders.

### **PLASTIC GLASSES, POP AND ICE**

Cups and ice are supplied. All alcohol and refreshments are supplied by the Branch payable at current clubhouse prices. No outside beer, alcohol, pop, juices, or water.

### **SMOKE-FREE POLICY**

In compliance with the Niagara Regional Health Dept. bylaws, no smoking is allowed in the building. This includes the hall, bathrooms, stairwells, elevator and kitchen.

### **HALL CAPACITY**

The hall is rated at a maximum capacity of 250 people.

### **CLEAN UP**

All garbage is to be bagged and left in the hall along the west (kitchen) wall. All food and personal property must be removed at the end of the function.