

Emmanuel Anglican Church Spryfield HALL RENTAL APPLICATION FOR A FUNERAL RECEPTION

NAME OF RENTER:

ADDRESS:

Phone:

DATE REQUIRED HOURS REQ. FROM TO.....

APPROXIMATE NUMBER OF ATTENDEES
(Not to exceed 186)

Standard Rental Fees		Yes/No
4 hours Includes the set up tables & chairs, and clean-up.	\$200.00	
Tea & coffee served from the kitchen by Church volunteers. Renter supplied food received before & during the funeral and placed on tables.	\$40.00	
Use of kitchen by renter arranged caterers. Stoves and dishwasher are not to be used. Damage deposit applies.	\$60.00	
We do not issue a Charity Receipt for these fees.		

Rental Fee

Damage Deposit if applicable

TOTAL

RENTAL FEE IS REQUIRED TO BE PAID IN ADVANCE TO THE PRIEST WITH THE FEES FOR THE CHURCH AND THE ORGANIST.

TERMS

1. *Indemnification and Hold Harmless Clause:* The person who pays the rent (the Renter) shall indemnify and hold harmless the Emmanuel Anglican Church (the Church) and any of its officers, employees, agents, contractors, and volunteers from any and all loss, liability, claims or expenses arising out of the use and/or occupation of the property belonging to the Church by the Renter and any of its officers, employees, agents, contractors, and volunteers, except to the extent that such loss arises from the independent negligence of the Church.

RENTAL AGREEMENT

- 2. The Renter shall provide the Church with details of the funeral reception for which the hall is required along with the approximate number of attendees. At no time will more than 186 persons be allowed in the hall, as specified by the Fire Marshall's occupancy limit.
- 3. Rental fee is to be paid in full, to the Priest, before the funeral service, unless otherwise arranged.
- 4. Use of alcoholic beverages is only permitted by permission of the Church and according to policies of use and distribution of alcohol in compliance with Provincial regulations. A damage deposit of \$100.00 is required.
- 5. Unless otherwise arranged, this agreement is for the rooms specified and washrooms only. Additional arrangements must be made if the kitchen is required and additional charges will be required, including an increase in the deposit to be determined at the Church's discretion.
- 6. The Renter is responsible for any and all damages caused by the actions of those attending their event or activity.
- 7. The Church Hall is a scent free and smoke free environment and all attendees must adhere to this policy.
- 8. The Church will have custodial people in the hall at all times during the reception.

I HEREBY AGREE TO THE ABOVE TERMS AND CONDITIONS OF THIS AGREEMENT.

Renter signature	Church agent signature
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Renter print name	Church agent print name
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DATE: _____

MAKE CHEQUES PAYABLE TO: **Emmanuel Anglican Church**

Damage Deposit Received (initial & date) _____

Damage Deposit Returned (initial, date & Ck#) _____