

Eastend Memorial Hall Co-operative Ltd.

Rental Contract & Renter's Responsibilities

Renter Name: _____
 Email Address: _____
 Mailing Address: _____

Rental Date: _____

Time: From: _____ To: _____

Type of Function: _____

Rental Rate Schedule	
Main Hall	\$ 360.00 per day +\$100 Cleaning**
Tearoom	\$ 70.00 per day + \$20 Cleaning**
Table & Chair Setup (Please supply instructions eg. # of tables &/or chairs required, configuration, etc.)	
	\$ 40.00
Clean up (Hourly Rate)	\$ 20.00
Tea Pot Rental	\$ 10.00 each per day
Coffee Pot Rental	\$ 20.00 each per day
Plastic Tub Rental	\$ 5.00 each per day
Roaster Oven Rental	\$ 20.00 each per day
<u>Tables & Chairs</u>	
8' Rectangle Table	\$ 10.00 each per day
6' Rectangle Table	\$ 8.00 each per day
5' Round Table	\$ 10.00 each per day
Banquet Chair	\$ 5.00 each per day
All Chairs (409 qty.)	\$ 750.00 per day

** \$20/\$100 cleaning charges cover the basic cleanup after events at Tea Room and Hall.

Some events will require more cleaning than the pre-paid cost, in which case the additional cleaning hours will be billed out on your invoice. This fee is applied only once if your event spans consecutive days.

Liquor Fee of \$100 is no longer being collected, however you must present liquor permit before event to ensure compliance with liquor laws.

Smoking is not permitted: PENALTY FEE: \$250