



Royal Canadian Legion Perth Regiment Veterans Branch 236  
PO Box 1036,66 Church Street North  
St Marys, Ontario N4X 1B7

## MAIN HALL RENTAL AGREEMENT

Organization / Lessee Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Hall Required ☐ without kitchen facilities ☐ with cold kitchen ☐ with hot kitchen

Bar Supplies & Bartender(s) required for the function ☐ yes ☐ no

Do you want your event advertised on our website and Facebook. ☐ yes ☐ no  
If yes attach a copy of your poster to this completed form.

Date of the requested rental: \_\_\_\_\_

Hours requested: From \_\_\_\_\_ to \_\_\_\_\_

This agreement is made this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_  
between the Royal Canadian Legion Perth Regiment Veterans Branch 236, at St Marys, Ontario,  
hereinafter called the "Legion" and \_\_\_\_\_  
hereinafter called the "Lessee".

Whereas the Legion has a hall in its building at 66 Church Street North, St Marys, Ontario, which it is willing to rent to the Lessee upon the terms and conditions hereinafter set out.

This agreement provides that in consideration of the terms and conditions herein set out, the parties do promise and agree to the following:

1. The Legion agrees to provide and the Lessee agrees to rent said hall in the Legion building at 66 Church Street North on the \_\_\_\_\_ day of \_\_\_\_\_ 2024 from \_\_\_\_\_ AM/PM to \_\_\_\_\_ AM/PM for the sum of Three Hundred Dollars (\$300.00) . Kitchen facilities are extra and a second contract is required if the kitchen is to be utilized. The hall rental rate is \$200 for members and can also be offered at a reduced rate for service clubs and community organizations. Contact the president for details.

**2. A minimum deposit of \$100.00 must be made at the time of the booking. The reservation will not be confirmed without that payment.** If the booking is cancelled a minimum of 14 days prior to the event, the deposit will be returned. Cancelling 13 days or less from the event will result in the lessee forfeiting the deposit.

3. The remainder of the rental fee must be paid prior to the event.

4. The Lessee agrees to fully compensate the Legion against any loss or damage which may occur to the premises during the time it is occupied by the Lessee.

5. It is further agreed that the maximum number of people allowed in the hall shall be two hundred (200).



6. Home made wine may be served to guests in the hall with the following conditions:  
Purchase of a no sale special permit must be obtained from the St Marys LCBO store, and the permit will be visible at the bar area;  
Permit must state hours of consumption: e.g. dinner 6 to 8 PM;  
Legion bar will be closed during the hours of the special permit; and  
Holder of the special permit is responsible for removing all bottles of wine from the hall before the Legion bar reopens – this is NOT the responsibility of Legion staff.
7. Use of the big screen TV is included in the hall rental. You are responsible for the equipment needed to connect the TV to your system. If microphones are needed a \$100 deposit is required. Music must stop at 1:00 AM and all persons are to be out of the building by 1:30 AM.
8. No confetti or candles are allowed on the premises at any time. A \$100.00 surcharge will be levied if confetti is brought on the premises or if there is any excessive cleaning required.
9. The Legion reserves the right to supervise the function being held and if, in its sole and absolute discretion, it finds the conduct of the Lessee or any guest admitted by the Lessee to be not proper and in good taste, the Legion shall have the right to request the Lessee to discontinue its function and vacate the premises or to request any guest(s) to leave immediately and said request shall be promptly carried out.
10. No smoking is allowed anywhere in the building.
- 11 No parking is allowed at the business next door, Sam's Home Hardware. Violators will be towed away at their expense.

12. Deposit of \$ \_\_\_\_\_ received on (date) \_\_\_\_\_

13. The Legion staff member receiving the deposit: \_\_\_\_\_

IN WITNESS WHEREOF the parties have agreed and set their hands.

Royal Canadian Legion Branch 236

Lessee

\_\_\_\_\_  
Signature of representative

\_\_\_\_\_  
Signature of Lessee

\_\_\_\_\_  
Printed name of representative

\_\_\_\_\_  
Printed name of Lessee