# FRONTENAC COMMUNITY ARENA RENTAL AGREEMENT

APPLICANT INFORMATION	
ORGANIZATION:	APPLICANT NAME:
PHONE#:	EMAIL:
ADDRESS:	
NATURE OF EVENT:	DATE OF EVENT:

## FOOD AND LIQUOR PERMITS

Persons renting the premises are responsible for running the Bar with qualified Bar Servers (**Bar Server Training**) and obtaining their own **Special Occasion Permit** available through the L.C.B.O. or online at <a href="http://www.agco.on.ca/forms/en/1575\_a.pdf">http://www.agco.on.ca/forms/en/1575\_a.pdf</a>. The person signing the permit application must be in attendance at the event.

Any unused liquor, wine and beer must be removed by the applicant within 1 hour of the event. Only the liquor, wine or beer purchased on the permit may be sold or served on the premises. Liquor may be sold or served under the authority of a Special Occasion Permit only where there is an adequate supply of food. The public advertising of events that are socials, weddings, stags, etc is not permissible.

Persons renting the premises must submit their application form to the Liquor Control Board 10 days prior to the function for weddings and social events, etc. Applications for fund raising events must be submitted 30 days prior to the function and 60 days prior for a community festival.

Any functions that intend to serve food to the public must obtain a "Special Event" certificate from the K.F.L.A. Health Unit. http://www.kflapublichealth.ca/Files/Resources/Special\_Event\_Application.pdf

## TERMS OF AGREEMENT

50% of the Daily Rental must be paid in advance to hold the rental date, with the balance being paid one week prior to the event, including damage deposit of \$200 and garbage deposit of \$100.

Any costs incurred by the Frontenac Community Arena in repairing any damages or for garbage disposal will be charged against the deposit and additional costs may be applied. If no deductions are required, the full deposit shall be returned to the applicant following the event.

No persons under the age of 19 years shall be admitted to an event held under the authority of a Special Occasion Permit unless the applicant has specified in his/her application that he/she intends to admit persons under the age of 19.

No persons under the legal age for drinking will be admitted to licensed events other than weddings, receptions, or socials.

If there are any contraventions of the above agreement this contract immediately becomes null and void. By agreeing to and signing this agreement the applicant also agrees to indemnify and save harmless the Frontenac Community Arena, Arena Board, and or its employees and volunteers from and against any claims by whomsoever made for any reason upon using the said premises.

The applicant muse must provide a copy of 2 Million Liability Insurance naming the Frontenac Community Arena and the Township of South Frontenac as third party thereto. Insurance can be obtained through an independent insurance provider or the Township of South Frontenac.

#### **FEES AND CHARGES**

DAILY ARENA RENTAL NA

DAILY ARENA RENTAL WITH BAR \$1000.00 (50% Deposit required on Rental)

CAPAC AND PRO FEES \$59.17

HST \$137.69

TOTAL \$1196.86

DAMAGE DEPOSIT (REFUNDABLE) \$200.00

GARBAGE FEES (REFUNDABLE) \$100.00

I/We have read the Terms and regulations pertaining to the use of the Frontenac Community Arena. We agree to exercise the utmost care in the use of the premises and property and to make good any damage arising from our occupancy or use of any portion of the building or premises.

**APPLICANT NAME:** 

APPLICANT SIGNATURE:

DATE:

#### **OFFICE USE ONLY**

### PROOF OF INSURANCE, PAYMENTS AND PERMITS

50% Deposit on Daily Rental Receipt #
Damage Deposit Receipt #
Garbage Fee Deposit Receipt #
Final Payment Receipt #

Copy of 2 Million Liability Insurance

Proof of L.C.B.O. Special Occasion Permit

Proof of Public Health Special Event Application