



FACILITY RENTAL AGREEMENT

4753 – 45 Avenue
 Vegreville, AB T9C 1La
 780-632-3950
 info@vegag.ca

Application Date: _____ Date of Function: _____

Person or Association in charge of event: _____

Telephone Work: _____ Home: _____ Cell: _____

Mailing Address: _____

Type of Function: _____ Number of People expected: _____

Liability insurance (attach copy) YES NO Liquor Served: YES NO PALS: attached copy

Buildings Required: Rate Sheet attached (please check all that apply)

<input type="checkbox"/> Board Room <input type="checkbox"/> Non-profit group ALL DAY \$75 <input type="checkbox"/> Non-profit group Morning afternoon or evening \$40 <input type="checkbox"/> Synergy Centre \$150 / day Includes washrooms	<input type="checkbox"/> Board Room <input type="checkbox"/> Profit group ALL DAY \$125 <input type="checkbox"/> Profit group Morning afternoon or evening \$75 <input type="checkbox"/> Exhibit Hall \$100 / day Includes washrooms
<input type="checkbox"/> Grounds <input type="checkbox"/> Monday – Friday \$500 / day <input type="checkbox"/> With power Monday – Friday \$550 / day <input type="checkbox"/> Weekends & holidays \$700 / day <input type="checkbox"/> With power weekends & holidays \$750 / day	<input type="checkbox"/> Dining Hall \$300 / day Use of hall, table and chairs, appliances and washrooms
<input type="checkbox"/> Ag Arena <input type="checkbox"/> \$200 / day <input type="checkbox"/> \$100 / half day <input type="checkbox"/> \$50 / max 2 hours private booking <input type="checkbox"/> \$20 / drop in use <input type="checkbox"/> Outdoor arenas \$200 / day	<input type="checkbox"/> Horse Barn \$300 / day Includes washroom in barn. Barn & stalls must be left in pre-use condition Small Red Barn n/c <input type="checkbox"/> Washbays \$200 / day
<input type="checkbox"/> Track other use <input type="checkbox"/> Chuckwagon & chariot use \$25 per unit	<input type="checkbox"/> Outside box stalls \$10 / day
<input type="checkbox"/> Camping <input type="checkbox"/> Power site \$25 / night <input type="checkbox"/> Non-Power site \$15 / night	<input type="checkbox"/> Grandstand \$150 / day Includes washrooms, no use of props or stage background <input type="checkbox"/> Janitorial Custodian \$20 / hr includes staff to provide janitorial services during the event

Damage Deposit of \$200.00 Due at time of Booking

Damage Deposit \$ _____	Date Received _____			Office Use
Facility price	_____ X _____	=		
	_____ X _____	=		
	_____ X _____	=		
	_____ X _____	=		
	_____ X _____	=		
FACILITY PRICE TOTAL PRICE GST INCLUDED		=		

100% OF FACILITY PRICE TOTAL IS DUE 1 WEEK BEFORE SCHEDULED EVENT

APPLICATION / PAYMENT:

- ✓ Agreement must be completed and signed and damage deposit paid to confirm booking
- ✓ 100% of the Facility Price Total is due 1 week before the scheduled event
- ✓ Any damages/cleaning fees to the VAS facilities will be charged back to the renter's damage deposit, **based on inspection after rental.**
- ✓ Cheques should be made payable to the 'Vegreville Agricultural Society (VAS)', Mastercard, Visa and Debit accepted.
- ✓ The following terms apply to cancellations. All cancellations prior to 14 days before the event will be subject to a 25% administration charge, all cancellations after 14 days before the event will forfeit all monies.

INSURANCE/LIABILITY:

- ✓ The RENTER will carry their own personal liability insurance required for their event and name the VAS as coinsured on that policy; if you do not have a carrier, you can contact www.fosterpark.ca
- ✓ The RENTER will sign a waiver and shall assume all liability relating to the event and agrees to hold VAS exempt from any and all claims.
- ✓ VAS will not be held responsible for any manner of loss or damage that may occur to property or persons during the RENTER/S event.
- ✓ The RENTER is responsible for all their materials and should take adequate security measures at their own discretion.
- ✓ The consumption of alcohol is only permitted in accordance with the liquor laws of the Province of Alberta on VAS grounds; users must provide a liquor license for their event. Licenses can be purchased at local liquor stores.
- ✓ VAS may, at its sole discretion require user groups to have present at their event, safety or other specialized equipment or medical or security personnel.
- ✓ Events oriented to minors must be adequately chaperoned by one or more responsible adults who will assume responsibility for meeting the terms of the VAS user policies.

DAMAGES:

- ✓ If the RENTER causes damages to the VAS facilities, VAS will assess the damages and the RENTER will be responsible for all costs of the repairs.
- ✓ VAS will invoice the RENTER for the cost of damages in excess of the damage deposit and the RENTER hereby agrees to pay that amount upon receipt of an itemized list of the damages and their cost to repair.
- ✓ Renters are NOT permitted to hang items on the walls or from the ceiling, and any holes or tape residue is considered damage and will be charged as such.

GROUNDS/FACILITIES:

- ✓ The RENTER, at the conclusion of the event must leave all facilities used in clean condition; details are provided in each facility. If any additional cleaning is required a charge will apply and is at the discretion of the Vegreville Agricultural Society administration. Please see attached VAS Hall Cleaning Instructions required to be completed.
- ✓ Section #38 of the Public Health Act Food Regulation will be adhered to; animals are prohibited in establishments where food is prepared, stored or offered for sale, this does not apply to a guide dog used by a person who is hearing or vision impaired.
- ✓ No smoking within the facilities.
- ✓ The renter must abide by the facility occupancy loads
- ✓ No open fires permitted on grounds.
- ✓ Illegal or dangerous activities that are potential risks for property damage are prohibited on VAS grounds. The renter agrees to the following conditions:
 - ✓ All grounds accessories ie: garbage cans used during the event must be returned to its original location upon completion of the activity.
 - ✓ VAS has an Emergency Response Plan and we require you to review the plan and share the information. A signature verifying the review of the ERP will be required.
 - ✓ Keys will be returned at the end of the post-function inspection.

ADDITIONAL OR SPECIAL REQUESTS:

WAIVER

THIS DOCUMENT MUST BE PROPERLY COMPLETED AND SIGNED OR THE FACILITY NOTED BELOW WILL NOT BE AVAILABLE FOR RENT OR USE BY THE RENTER. BY SIGNING THIS DOCUMENT THE RENTER WAIVES CERTAIN LEGAL RIGHTS, INCLUDING THE RIGHT TO SUE. RELEASE, WAIVER INDEMNITY, WARRANTY AND ASSUMPTION OF RISK.

VEGREVILLE AGRICULTURAL SOCIETY

(Name of Renter/Organization/Company): _____ has entered into a RENTAL AGREEMENT with the Vegreville Agricultural Society dated _____ for the rental on _____ of the facilities on the rental agreement from the Vegreville

Agricultural Society. The RENTER hereby confirms and acknowledges that the Vegreville Agricultural Society does not in most cases provide security for the Facilities. The RENTER hereby confirms and acknowledges that use of the Facility involves inherent risks and dangers' including loss of property and damage to property and the RENTER freely accepts and assumes all risks of the possibility of property loss and property damage or loss resulting there from. In consideration of the Vegreville Agricultural Society permitting the RENTER to rent the Facility the RENTER agrees as follows:

1. The RENTER does hereby release, remise and forever discharge, and agrees to indemnify and save harmless the Vegreville Agricultural Society, its executives, directors, officials, employees, agents, servants and representatives (hereinafter referred to as "the Releasees") from and against all claims, actions, costs, expenses (including legal expenses and costs on a solicitor and his own client basis) and demands made by anyone in respect of property loss or property damage or loss resulting here from, howsoever caused, arising out of or in connection with or during the use of the Facility and notwithstanding that the same may have been caused by contributed to or occasioned by the negligence, breach of contract, breach of a common duty of care such as an occupier of premises, or otherwise, of or by the Releasees or any of them.
2. The RENTER waives any and all claims in respect of loss or damage to any property the RENTER has or may have in the future against the Releasees.
3. The RENTER agrees to assume all risks to property, both known and unknown, and all consequences thereof, arising out of or in connection with the use of the Facility.
4. The RENTER, including its officers, volunteers, agents, employees and invitees will adhere to all rules, regulations, policies and conditions regarding the Facility as exist from time to time.
5. This document is binding upon the successors and assigns of the RENTER. The RENTER has read this document and agrees to be bound by its terms.

The RENTER further understands that it is compulsory and mandatory that this document be fully completed and signed as a condition precedent to the lease of the Facility.

Date: _____

Renter Signature: _____ **Print:** _____

VAS Representative Signature: _____ **Print:** _____



Cleaning & Damage Inspection Checklist

Grills:

- | | |
|--|--|
| <input type="checkbox"/> Clean grill making sure to do the sides and backsplash. | <input type="checkbox"/> Good <input type="checkbox"/> Satisfied <input type="checkbox"/> Dissatisfied |
| <input type="checkbox"/> Also do the front and side of the lower portion of grill. | <input type="checkbox"/> Good <input type="checkbox"/> Satisfied <input type="checkbox"/> Dissatisfied |
| <input type="checkbox"/> Empty drip pans from under grill and scrub well. | <input type="checkbox"/> Good <input type="checkbox"/> Satisfied <input type="checkbox"/> Dissatisfied |
| <input type="checkbox"/> If deep fryer was used, empty oil and clean inside fryer. | <input type="checkbox"/> Good <input type="checkbox"/> Satisfied <input type="checkbox"/> Dissatisfied |
| <input type="checkbox"/> Clean fryer baskets and wipe down the front and sides of fryer. | <input type="checkbox"/> Good <input type="checkbox"/> Satisfied <input type="checkbox"/> Dissatisfied |

Counters:

- | | |
|---|--|
| <input type="checkbox"/> Wipe all counter tops and inside shelves. | <input type="checkbox"/> Good <input type="checkbox"/> Satisfied <input type="checkbox"/> Dissatisfied |
| <input type="checkbox"/> Wipe stainless steel counter tops and wipe with glass cleaner. | <input type="checkbox"/> Good <input type="checkbox"/> Satisfied <input type="checkbox"/> Dissatisfied |

Fridges:

- | | |
|---|--|
| <input type="checkbox"/> All fridges that were used must be cleaned inside and out. | <input type="checkbox"/> Good <input type="checkbox"/> Satisfied <input type="checkbox"/> Dissatisfied |
| <input type="checkbox"/> All pop coolers must be wiper inside and out, and glass shined with glass cleaner. | <input type="checkbox"/> Good <input type="checkbox"/> Satisfied <input type="checkbox"/> Dissatisfied |

Floors:

- | | |
|--|--|
| <input type="checkbox"/> All floors must be swept and washed. | <input type="checkbox"/> Good <input type="checkbox"/> Satisfied <input type="checkbox"/> Dissatisfied |
| <input type="checkbox"/> Mats must be lifted and cleaned underneath. | <input type="checkbox"/> Good <input type="checkbox"/> Satisfied <input type="checkbox"/> Dissatisfied |

Dining Area

- | | |
|---|--|
| <input type="checkbox"/> Eating area of dining hall must be swept and washed. | <input type="checkbox"/> Good <input type="checkbox"/> Satisfied <input type="checkbox"/> Dissatisfied |
| <input type="checkbox"/> All tables that were used must be washed. | <input type="checkbox"/> Good <input type="checkbox"/> Satisfied <input type="checkbox"/> Dissatisfied |
| <input type="checkbox"/> Chairs must be put up on tables. | <input type="checkbox"/> Good <input type="checkbox"/> Satisfied <input type="checkbox"/> Dissatisfied |
| <input type="checkbox"/> Rugs must be vacuumed. | <input type="checkbox"/> Good <input type="checkbox"/> Satisfied <input type="checkbox"/> Dissatisfied |
| <input type="checkbox"/> All garbage cans must be emptied and replaced with clean bags. | <input type="checkbox"/> Good <input type="checkbox"/> Satisfied <input type="checkbox"/> Dissatisfied |

Washrooms:

- | | |
|---|--|
| <input type="checkbox"/> To be left in respectable order. | <input type="checkbox"/> Good <input type="checkbox"/> Satisfied <input type="checkbox"/> Dissatisfied |
| Floors must be swept and cleaned. | <input type="checkbox"/> Good <input type="checkbox"/> Satisfied <input type="checkbox"/> Dissatisfied |

Reason of Dissatisfaction:

Damage Deposit Return: Full 75% 50% 25% No Return of Deposit

Renters Signature: _____ **Date:** _____

VAS Inspector Signature: _____ **Date:** _____