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## RENTAL AGREEMENT FORM & PRICING

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This rental form can be completed online at our website, where you can also find our rental terms, pricing information and frequently asked questions: [gabriolacommunityhall.com](http://gabriolacommunityhall.com)

Event Name/Description: \_\_\_\_\_

Event Date(s): \_\_\_\_\_

**Rental Type:**

- Single Event     \*Ongoing Event     Kitchen Only     Early A.M. rehearsals (6-9am only)

Ongoing renters pay the full hourly rate when organizing special one time events beyond their normal weekly rentals, subject to Rental Agent discretion determining what is beyond the scope of their typical activity.

**Rental Space:**

- Main hall (upstairs)     Downstairs     24-Hour Rental (both upstairs and down)

Rental Time (nearest hour): \_\_\_\_\_

**I have chosen the Optional Cleaning service (for single events):**

- No    Renters have the option of hiring our custodian at \$30/hour to do the clean up for them. Depending on circumstances this might include dry and wet mopping the floors, vacuuming the entrance, removing garbage and recycling, re-stacking chairs, wiping tables, etc. Please contact him for availability and an estimate: Shaun Woods 250-802-1597 or [entirehorizon@hotmail.com](mailto:entirehorizon@hotmail.com)
- Yes

Outdoor canopy 10 x 20'

Baby grand piano

Theatrical stage lighting

Sound system (advanced): To be operated ONLY by a hall-approved sound technician. Rental of sound system does not include the sound technician fees.

Commercial kitchen during event

Commercial kitchen (stand alone rental)

Damage deposit for large events in the Main Hall \$100

**TOTAL** \_\_\_\_\_

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### ADDITIONAL

ALCOHOL: Will alcohol be sold, served, or consumed at the event?  Yes  No

FOOD: If a public event, will food be served?  Yes  No

FIRE SAFETY: Will more than 60 people attend this event?  Yes  No

MUSIC: Will live music or recorded music be used during this event?  Yes  No

SOCAN License number if applicable: \_\_\_\_\_

If any of the above questions are answered YES, please provide the appropriate licenses and/or insurance policies to the rental agent as outlined on page two prior to the date of the event.

When renting the main hall for larger events a damage deposit may be required. Ongoing users may be bumped should a large rental need the space (ie. wedding or community event). Another date can be arranged in lieu of that day.

Name: \_\_\_\_\_

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

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## RENTAL PRICING

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ITEM	RENTAL RATE - ALL EVENTS	ONGOING RATE
Main hall	\$35 /hr	\$17.50 /hr
Downstairs	\$20 /hr	\$12.50 /hr
24 hour whole day rental (both upstairs and down)	\$350 /day	
Early morning rehearsals 6-9 a.m. only		\$7.50 /hr
10' x 20' Outdoor Canopy	\$35 /day	
Theatrical Stage Lighting	\$15 /day	
Baby Grand Piano	\$25 /day	
Sound system - Advanced: To be operated ONLY by a hall-approved sound technician. Rent of sound system does not include the sound technician fees.	\$55 /day	
Commercial Kitchen - during event	\$20	
Commercial Kitchen - stand alone rental	\$10 /hr	
Janitorial Clean Up	\$30 /hr	
Damage Deposit for large events in the Main Hall	\$100	