



Elora Legion Branch 229

110 Metcalfe Street, Elora, Ontario N0B 1S0

(519) 846-9611

www.eloralegion.ca

FACILITY BOOKING AGREEMENT

Date of Event: _____ Time: from _____ to _____

Type of Function: _____

Number of Guests Expected to be in Attendance: _____

Catering Services Requested: Yes No

Kitchen Facilities Requested: Yes No

Bar Facilities Requested: Yes No

Will Underage Guests be in Attendance? Yes No

Will you be Providing Wine for your Guests? Yes No

* A \$10 Corkage Fee will be charged per bottle for supplied wine

Special Requests for Bar or Setup _____

Deposit: \$ _____ (To be returned upon satisfactory condition of the premises)

Kitchen Rental: \$ _____ (Only if required)

Hall Rental: \$ _____

GST \$ _____

TOTAL \$ _____

Name of Person(s) in Charge of the Event: _____

Address: _____ City: _____ Postal Code: _____

Phone: (Day) _____ (Evening) _____

Applicant Signature: _____ Legion Signature: _____

Date: _____

PLEASE READ TERMS AND CONDITIONS BEFORE SIGNING THIS CONTRACT. Full Deposit plus Security Deposit is due to confirm booking. No minors will be served alcohol and will be the responsibility of the person(s) in charge of the facility rental.

Terms and Conditions

The Applicant agrees to the following terms and conditions:

1. The Applicant hereby agrees to pay the Legion the charges set out in this agreement. This application shall not be binding upon the Legion unless the deposit set out in this agreement has been received. Full payment for the scheduled event must be received prior to the date of the event.
2. This agreement is non-transferable by the Applicant and the Applicant shall not be permitted to sublet the hall.
3. The Applicant agrees to comply with all Federal, Provincial and Municipal laws including, but not limited to, the provisions of the Liquor License Act.
4. Under no circumstances may there be shooters, or any other type of alcohol drinks brought into and sold at the Legion.
5. No games, not permitted by The Alcohol and Gaming Commission of Ontario, shall be allowed on Legion premises.
6. In the event of the cancellation of this contract by the Applicant, any deposit paid by the Applicant will be retained by the Legion unless notification of cancellation is made in writing to the Legion and received at least 60 days prior to the date of the function.
7. The Legion shall be entitled to cancel this contract on giving at least 60 days notice in writing to the applicant, and including with such notice, reimbursement of the deposit made for this contract.
8. The Applicant will pay for all damage to any property of the Legion caused by any person or persons attending this event.
9. The Legion will not be responsible for loss or damage of personal property while on the Legion premises.
10. If minor children are attending the event, they must conduct themselves accordingly. They are not allowed in any other area of the Legion, including the bar area, kitchen area, or the back room. Parents will be responsible for the children in attendance.
11. The Applicant is to enforce full compliance with all laws relating to possession and/or consumption of alcoholic beverages by all persons attending, including time regulations ie: all persons must leave the hall one half hour after the bar closes.
12. If a disc jockey or band is hired, they must be licensed and insured (member of SOCAN or AVLA, etc.)