

Blind River Facility Booking Form

info@blindriver.ca

T: 705-356-2251

F: 705-356-7343

Renter Name: _____ Email: _____

Mailing Address: _____

Phone: _____ Alt. Phone: _____

Venue: _____ Date: _____ Event Type: _____

Start Time: _____ End Time: _____ # Guests: _____ # Tables: _____ Chairs: _____

I _____ understand that I am responsible for set-up and tear-down of all table, chairs, and equipment used at my event. _____ (STAFF INITIAL)

Is the event a liquor function? Y or N (circle one)

Alcohol Policy Provided _____ (staff initial) _____ (Renter initial)

Bartender Name: _____ Smart Serve # _____

Bartender Name: _____ Smart Serve # _____

Fees: All rates will have HST applied

Community Centre Hall \$120.00 (2hrs min) \$63.00 each hour after. Full Day \$385.86

Community Centre Meeting Room \$30.00

Community Centre Kitchen ONLY \$165.00

Arena Floor – Ice out \$500.00

Early Set-up Fee(after 4pm day before) \$75.00

Party Pack (1 hour ice, 2 hour room) \$115.00

Seller's Beach OR Marina Gazebo \$200.00 (includes venue rental only)

\$35.00 (90 minute use, 20 guests or less
weddings only)

Joe Sidock Gazebo (Near Boardwalk) \$100.00 (includes venue rental only)

SOCAN 1-100 Guests Dancing \$ 44.13 No Dancing \$ 22.06

101-300 Guests Dancing \$ 63.49 No Dancing \$ 31.72

Insurance: HST Exempt \$2,000,000.00 limits in liability for Town-approved events.
\$4,000,000.00 limit in liability required minimum for excluded events. Proof must be attached prior to key release

	NO-ALCOHOL	WITH ALCOHOL
1-50 Guests	\$3/HR or \$25/DAY	\$12/HR or \$85/DAY
51-100 Guests	\$4/HR or \$50/DAY	\$20/HR or \$130/DAY
101-200 Guests	\$6/HR or \$75/DAY	\$30/HR or \$200/DAY
201-500 Guests	\$8/HR or \$150/DAY	\$40/HR or \$350/DAY

Venue: \$ _____ Sub Total: \$ _____ HST:\$ _____
 SOCAN: \$ _____ Insurance: \$ _____ DEPOSIT: -\$ _____
 Subtotal: \$ _____ TOTAL: \$ _____ BALANCE DUE: \$ _____
 \$100 NON-REFUNDABLE DEPOSIT IS DUE TO SECURE BOOKING/BALANCE DUE
 FOR KEY RELEASE

Please initial next to each item:

1. All lottery and faming must meet AGCO criteria. Visit the agco.ca website for details.
2. Sparkles are not permitted in any of our venues.
3. The number of place-settings, chairs, and tables requested are what will be available to your party. Items are to be cleaned and organized as they were provided.
4. Rental of Seller’s Beach or Marina Gazebo includes venue space only. All other requirements (i.e.: chairs, tables, etc.) are the sole responsibility of the renter.
5. Tape is not permitted on any wall surface to hang decorations or signage.
6. Additional kitchen items are locked and will not be readily available.
7. Town Staff are not authorized to unlock storage to accommodate items outside the contract.
8. Bar Area, if used, is to be fully emptied, and cleaned prior to event ending (asper SOP regulation)
9. Within twelve (12) hours of the event ending (as per contract time), the kitchen must be fully cleaned by the renter/caterer.
10. Any food left behind will be discarded.
11. Decorations must be removed from the building within twelve (12) hours of the event ending (as per contract time).
12. It is the responsibility of the renter to dismantle their set-up and fill chairs/table racks within twelve (12) hours of event ending (as per contract time). Racks will be put away by staff.
13. Garbage must be removed from cans and tied off by Renter. Bags are to be neatly piled near the main exit area without blocking and fire escape routes.
14. Boxboard, cardboard, etc., must be dismantled to flat and neatly stacked for staff removal.
15. Any damages to the facility incurred during the rental period will be the responsibility of the Renter (as listed in this agreement), after careful review by the Director of Facilities & Community Services and CAO/Clerk.

Renter Signature: _____ Date: _____

