

Name of Organization:

Contact Person:

Telephone:

Address:

City:

Date of Function:

Time from:

to:

Occasion:

Number of people attending:

(Max Capacity 150)

Bar Required: Yes

No

Music & Dancing : Yes

No

Special Requirements:

Name of Caterer:

Telephone:

**SPECIAL INSTRUCTIONS**

1. All rules of the Legion will apply to all guests. No alcoholic beverages are allowed on Legion premises unless purchased at the Legion bar, and no alcoholic beverages may be taken beyond our licensed area.
2. No Special Occasion Permits.
3. Bookings taking place during off posted Legion regular hours that require a bartender will be charged a cost is \$19.75 per hour.
4. No tables or obstructions are permitted in the bar serving area.
5. Confetti or dance wax may not be used in the building.
6. Materials brought in must conform to regulations set out by the Fire Marshall for example – table clothes must be fire proof and candles must be in a non-flammable container.
7. Renter agrees that all fire exits must be kept clear for safety reasons.
8. No adhesive tape of any kind is permitted on any painted surface.
9. Damages to furniture, fixtures or premises or loss of equipment at replacement cost, will be charged to the party or parties renting.
10. Balloons, streamers, etc. must be secure. All decorations must be removed at the conclusion of the event unless special arrangements are made.
11. The renter is responsible for contacting the Royal Canadian Legion Branch 383 at least 48 hours in advance of their event concerning any special arrangements or requirements. Smoking is permitted in designated areas only.
12. The renter agrees to pay any and all necessary fees or tariffs over and above the rental fee of the hall to SOCAN (Society of Composers, Authors and Music Publishers of Canada), if any copyrighted music in any form is performed at your function.
13. No lotteries, raffles or draws may be conducted without a license.
14. The Royal Canadian Legion, Branch 383 Tara will not be responsible for injuries or lost of any personal items.
15. All children are to be supervised and they are not allowed in the kitchen or the basement.
16. The hall, kitchen, patio and BBQs must be left in the same condition it was found.
17. The games room is off limit unless a Legion Member is present.
18. The renter is responsible to follow and adhere to the **Municipality of Arran–Elderslie Noise By–Law No. 13–2024** [[https://www.arran-elderslie.ca/en/resources/Bylaws/SF\\_APPROVED\\_By-law-13-2024---Regulate-Noise.pdf](https://www.arran-elderslie.ca/en/resources/Bylaws/SF_APPROVED_By-law-13-2024---Regulate-Noise.pdf)]. If the renter wishes to deviate from this By–Law, they must apply for a Temporary Noise Permit with the Municipality (Para 6.o of By–Law).
19. In the event of a Noise By–Law infraction, the renter will be held responsible and agrees to pay any associated fine.
20. A deposit may be required at the time of booking.
21. Payments may be made by cheque or e–transfer to rcltar383@bmts.com.

Hall or Patio Rental: (See rates below)

Kitchen Rental: (\$100.00 – daily rate)

Additional Rental Charges: (Karaoke – \$50.00, BBQ – \$25.00, daily rates)

HST:

Bartenders Cost: (\$19.75 per hour)

Less Deposit: **Deposit made at time of booking, enter as a negative (-) amount**

Total: **Amount to be paid in full prior to the event**

This constitutes an agreement to rent the premises known as The Royal Canadian Legion, Br 383, Tara for your upcoming function.

Signature of Renter

Signature of Royal Canadian Legion, Br 383

Date (DD-MMM-YYYY)

**Rental Rates**

**Member Hall Rental**

**Non-Member Hall Rental**

**Member & Non-Member Patio Rental**

VETERANS NO CHARGE

Daytime.....\$75.00

Daytime.....\$125.00

Daytime.....\$25.00

Evening.....\$150.00

Evening.....\$250.00

Evening.....\$25.00

Deceased member funeral.....(no charge)

Deceased non-member funeral....\$100.00