

CRYSTAL RIDGE COMMUNITY CENTRE

905-894-7117

www.crystal-ridge-community-centre.ca

Mailing Address

P.O. Box 520
Crystal Beach, Ontario
L0S 1B0

Site Address

99 Ridge Rd South
Ridgeway, Ontario

APPLICATION FOR USE OF FACILITIES

Name of Person or Organization: _____

Address: _____ Phone Number: _____

Event: _____ Date: _____ Time: _____

Person Responsible: _____ Number of Guests: _____

Signature: _____

Rental Prices

	<u>Banquet Hall</u>	<u>Meeting Room</u>
<i>Monday – Thursday</i>	<i>\$395.00</i>	<i>\$100.00</i>
<i>Friday-Sunday</i>	<i>\$575.00</i>	<i>\$100.00</i>

Banquet Hall	YES, NO	PA System	YES NO
Meeting Room	YES, NO	Refrigerator	YES NO
Round Tables	YES, NO	Banquet Tables	YES NO
CRCC Bar	YES, NO	Mix and Cups	YES NO

Hall Rental: _____ HST: _____ TOTAL: _____

Deposit Received 50%: _____ Balance Owing: _____

Deposits are non-refundable

Premises are to be vacated no later than 45 minutes after Bar closing

Things you should know

Kitchen is not provided for use; refrigeration will be provided in room off of main hall

You must provide your own heating appliances for food

The hall must be cleared and cleaned, including tables cleared and wiped, all garbage bagged, and recycling separated by 1:45am

All personal belongings are the responsibility of the renter, no area will be provided for valuables

BARTENDERS**

2 CRCC Smart Serve bartenders **MUST** be used for any function serving Alcohol, this includes Fundraisers and Stag and Does. The cost per bartender is \$15.00 per hour. Bartenders are to be paid at the beginning of the night.

Renter is responsible for Security at the entrance doors both for incoming and outgoing guests

LIABILITY INSURANCE**

2,000,000 Liability Insurance is to be supplied by the Renter. Crystal Ridge Community Centre and The Corporation of the Town of Fort Erie are to be named as co-applicants on the insurance

Licenses, Insurance and the name (names) of Security are to be handed into the CRCC Manager before the beginning of the event.

No Alcohol is permitted outside of the building

No Alcohol on the premises that is not registered to the Renter on the Special Occasion Permit is allowed

Proper supervision of their activity and sole responsibility for claims arising and agree to CRCC indemnify and save harm the CRCC, Hall Managers, CRCC Board and The Corporation of the Town of Fort Erie.

No Changing of wiring or lighting is to occur without authorization.

CONFETTI (PAPER, METALLIC, RICE OR BIRD SEED) IS PROHIBITED. ONLY PAINTERS TAPE IS PERMITTED TO HANG DECORATIONS TO WALLS, DOORS AND CEILING, NO TAPE OF ANY KIND ON THE FLOORS.

Please provide the Hall Manager with hall set up one week prior to event.

SMOKING**

Is not permitted in the Crystal Ridge Community Centre

Applicant accepts the above fees and Regulations set out above. Applicant also accepts responsibility for any damages to the property and or injuries to person or persons arising during use of facility for their event.

Applicant:

Print _____ Signature: _____

Date: _____

CRCC Manager: Jeff Quin Signature: _____ Date: _____