



TOWNSHIP OF GUELPH/ERAMOSA

Community Centre Rental Agreement

ROCKWOOD: _____
 ROCKMOSA
 LIBRARY
 FIREHALL
 MARDEN C.C.
OTHER: _____

Organization's Name: _____ **Date/s Required:** _____

Applicant's Name: _____

Address: _____

City: _____ **Postal Code:** _____

Home Phone: (____) _____ - _____ **Business/Cell Phone:** (____) _____ - _____ **Extension:** _____

Type of Event: _____ **Other:** _____ **Anticipated Attendance:** _____

Time of Arrival: _____ **Time Of Departure:** _____ **Alcohol :** Yes No

Rental Fees:			
Day	Date	Package	Fees
1.			
		Sub Total	
		+ GST @ 5%	
		Balance Due	
		Damage/Key Deposit	

The Applicant agrees to rent the facility indicated in accordance with the terms and conditions set out herein,

1. The Applicant agrees to pay to the Township of Guelph/Eramosa rental fees for the facility in accordance with the above listed rates.
2. The Applicant submits herewith, the required deposit cheque (or the full amount whichever is the lessor).
3. In addition to the rental fees, the Applicant agrees to pay to the Township by post-dated cheque to the date of the event/s a separate cheque for damage/key deposit of \$500.00 which may be drawn against, at the discretion of the Manager of Property and Leisure Services, for costs including damage repairs, service calls, additional cleaning charges, staff overtime etc.
4. The balance of the rental fees shall be paid in full by the Applicant no later than 48 hours prior to the event date.

The Applicant hereby acknowledges having read and received a copy of this Agreement, including the terms and conditions outlined in Appendix I and 2, this _____ day of _____, _____.

Applicant Signature: _____

Township of Guelph/Eramosa, _____, _____
Print Name **Authorized Signature**

Personal Information contained on this form is collected pursuant to the *Municipal Act, 2001* and will be used solely for the processing of Community Centre Rental Applications. Questions about the collection and use of this information should be directed to the Freedom of Information Coordinator at (519) 856-9596.

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Other: _____