



The St. Catharines Rowing Alumni Association

(Mailing Address only) 295 Main Street, St. Catharines, ON L2N 4V9

Location of Hall is: Henley Island Drive, St. Catharines, ON (off Main Street) in Port Dalhousie

Our Website: www.stcraa.com

RENTAL AGREEMENT (Subject to Change)

Between The St. Catharines Rowing Alumni Association, hereinafter known as S.C.R.A.A. and

Name: _____ Function: _____
 (Please print)

Hereinafter known as the Lessee in the matter of the rental of the S.C.R.A.A. facilities on Henley Island

ON:	DATE:
(Day of the Week)	Month Day Year

GENERAL TERMS:

The hours of rental are from 8:00 am of the date above until 1:30 a.m. of the following day.

SOCIAL DISTANCING AND MASK REGULATIONS INDOORS MUST BE STRICTLY ADHERED TO as per current Provincial Health Regulations. This rental includes the S.C.R.A.A. Clubhouse (max 95 people) 13 5' round tables & chairs (indoor use only), bar and upper coolers, water view patio and lawn, washrooms, kitchen use, and parking area. (PA System Tablecloths, dishes, cutlery and glassware are not supplied. Plastic cups/wine glasses will be supplied for bar use.

- **We are wheelchair accessible and separate washroom facilities are available. Our barbecue is available. Lessee must provide their own charcoal/briquettes. No open fires or barbecues other than the barbecue pit provided will be allowed.**
- **Wi Fi available. There is no longer a clubhouse phone line.**

The Rental Chairman will arrange to provide a key. The key is to be returned to the bartender upon their arrival. In the event of the loss of this specialized key by the lessee, the lessee must pay for new locks.

- **NOTE:** The FULL rental fee must be paid to the Rental Chairman upon receiving a key to building. Failure to do so will make this contract null and void.

Prior to serving any alcoholic beverages, the lessee shall acquire:

- A **Special Occasion Permit** from The Alcohol and Gaming Commission of ON. This is done **ON LINE ONLY.**
 Visit their website: www.agco.ca There is a video to assist you in the process.
During this Covid-19 Pandemic, the AGCO will undergo an eligibility process and review each application prior to being issued. Once approved, please print and post at bar, with alcohol receipts during event)
- **Liquor liability insurance** from either (PALS) in the name of the Special Occasion Permit holder **or** contact your own Insurance Agent.

It is the responsibility of the lessee to remove all bar stock and possessions when vacating the premises. No items may be left overnight. The S.C.R.A.A. will not assume responsibility for lost articles. The lessee shall remove all decorative material used that day. Decorations must not damage the facilities in any way. Charges as we feel necessary will be deducted from the deposit if this is not followed. **Throwing of confetti is strictly prohibited. Please do not tape to any painted surfaces or ceiling tiles. Open flames or flammable decorations are forbidden. Exits must not be blocked in any manner, at all times.**

COMPLETE THIS SECTION: (PLEASE PRINT)

Time Event Begins () A.M. P.M.	Time BAR is to Open () AM P.M
Stage 3 Allows: Max indoors: 95 (8 per table)	Outdoors: As per current regulations
Caterer on Site: <input type="checkbox"/> Complete Below	OR Self-Catered <input type="checkbox"/>
Name: _____	Business Name: _____
Address: _____	Phone: _____
<i>Caterer on site is responsible for proper Covid-19 Kitchen cleaning before leaving.</i>	

SUMMARY OF CHARGES:

SECURITY DEPOSIT of \$ 300.00 must be paid when rental is arranged to confirm your booking.

Cheque or e-Transfer to our Treasurer at: scraa01@gmail.com

Deposit will be forfeited in the event the rental is cancelled less than six weeks prior to the date of rental or at the discretion of the Rental Chairman and/or Executive. *Upon a clear inspection after your function, the deposit will be returned* to lessee by a mailed cheque, or carried to a future rental date upon your request. Future rental dates must be made with the Rental Chairman.

NOTE: *Deposits may not be deducted from the full rental payment.*

RENTAL FEES: Subject to change as Pandemic Rules are updated.

Our current rental fees reflect the extra cleaning, insurance increases, etc. due to the mandatory pandemic regulations.

Mon, Tues, Or Wed (Til Sept 30/21)	\$650. Plus HST \$84.50. = \$734.50	Fri. or Sat. (After Sept 30/21)	\$1200. Plus HST \$156.00 = \$ 1356.00	Total Fees: \$ _____
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BAR FEES: The Alumni will supply: Ice, plastic cups (beverage, beer and wine) and bar mix: (Coke, Diet Coke, Ginger Ale, Soda and Tonic) * *Orange juice, special mixes and limes and lemons must be supplied by the lessee*
For small functions, details may be discussed with the alumni to provide a bar.

BARTENDERS are arranged by the Rental Chairman and must be **paid separately** from the rental fees on the rental day.

# of Guests Attending Please complete: _____	95 (Max for Inside Hall)	OR Outdoor Numbers TBD
	1 Bartender at \$15/hour (Minimum of \$60.00 for 4 hours)	2 Bartenders at \$15.00/hour each (Minimum \$60.00 each for 4 hours)

NOTE: *Bartenders will be on the premises 1/2 hour before opening to set up and 1/2 hour after for closing. Drinks will not be served after 1:00 a.m. The building must be vacated and locked by 2:00 a.m., or sooner if desired by the lessee. The lessee will ensure that all people have vacated the premises by the 2:00 a.m. deadline.*

Underage and intoxicated guests will be refused alcoholic beverages. Any problems in this area will see the bar CLOSED immediately. Vehicles must not be left in upper hall parking lot overnight. This is for everyone's protection.

➤ *One copy of this agreement must be signed and returned with a deposit cheque (payable to The St. Catharines Rowing Alumni Association or S.C.R.A.A.) to Rental Chairman (address below) at time of booking. Keep one copy for your reference.*

FOR THE LESSEE: (PLEASE PRINT CLEARLY)

Name: _____

Address: _____ Apt/Unit: _____

City: _____ Postal Code: _____

Home Phone: _____

Cell Phone: _____

Business Phone: _____

Signature: _____

Email: _____

Dated: _____

Above must be completed for return of hall deposit.

Revised: July 2021

FOR THE S.C.R.A.A.:

- Email Completed Rental Agreement to: scraarentals@gmail.com AND
e-Transfer Deposit to: scraa01@gmail.com

OR

Mail Agreement & Deposit cheque to:
Barb Little, SCRAA Rental Chair
146 Wall Road, RR3
Niagara-on-the-Lake, ON L0S 1J0
Home 905 468-7928 or Cell 905 650-0468

Alumni Use:

Deposit Rec'd \$ _____ Cash e-Transfer

Date Rec'd _____ Cheque # _____

Key Issued: # _____ Date Ret: _____

Caretaking: _____ Deposit Returned: _____

Bartender(s): _____