



**THE TOWNSHIP OF ASHFIELD-COLBORNE-WAWANOSH
FACILITY RENTAL AGREEMENT**

ST HELEN'S HALL
85656 St Helens Line Lucknow, ON N0G 2H0

RENTER INFORMATION

Renter Name:	
Address:	
Phone Number:	Email:

EVENT DETAILS

Event Date(s):	
Type of Function:	
Start Time:	End Time:
<i>(Rental period includes setup and cleanup time)</i>	
Estimated Attendance:	

RENTAL RATE (per day) \$75.00 + HST = \$84.75

The Renting Individual, Organization or Group (Client) agrees to rent a portion or all of St Helen's Hall Facility from the Township of Ashfield-Colborne-Wawanosh (ACW), and ACW agrees to make same available for the total rental price of \$_____ for the rental period designated above. The following additional terms shall form part of the Rental Agreement.

CONDITIONS OF RENTAL (please read carefully before signing)

1. METHODS OF PAYMENT

Please make cheque payable to the Township of Ashfield-Colborne-Wawanosh

2. USE OF FACILITY – RULES AND RESTRICTIONS

- The renter agrees to use the facility only for the stated purpose.
- The renter is responsible for the conduct and supervision of all attendees.
- Maximum occupancy of the facility is: 60 persons (not to be exceeded).
- No alcoholic beverages shall be brought onto the premises at any time.
- No smoking or vaping inside the facility.
- No illegal activities permitted.
- Fire exits must remain clear at all times - no tampering with safety or fire equipment.
- All applicable municipal bylaws (including noise) must be followed.

3. CLEANING REQUIREMENTS

The undersigned agrees to leave the property and its contents in the same condition in which it was found and agrees to pay the cost of any damage to the building or loss or damage to any equipment belonging to or being used with the consent of the Township of Ashfield-Colborne-Wawanosh.

The renter is required to clean off tables and clean building and washroom and remove garbage from building.

4. FORCE MAJEURE

The Township reserves the right to cancel this agreement due to circumstances beyond its control (e.g., severe weather, emergencies, power outages). Refunds will be determined at the Township's discretion.

5. INSURANCE REQUIREMENTS

Low-Risk Events: Insurance is not required for approved low-risk events (see list).

High-Risk Events: For events that fall outside of the Low-Risk Event Liability Program list, the renter must obtain and provide proof of Commercial General Liability Insurance of at least \$2,000,000 per occurrence.

Such insurance shall name "**The Corporation of the Township of Ashfield-Colborne-Wawanosh 82133 Council Line, Goderich, ON N7A 3Y2**" as an additional insured.

Insurance may be obtained through a personal broker or via the Township's insurer, Marsh:

<https://eventinsurance.marsh.com/ca/en/home.html>

Low Risk Events		Low Risk Sporting Activities	
Anniversaries	Meetings	Badminton	Lawn bowling
Arts	Music recitals	Ball/roller/floor hockey	Non-contact sports
Art shows and exhibits	Other family celebrations (e.g. christenings, showers, graduations etc.)	Baseball	Pickleball
Auctions	Photo shoots	Basketball	Racquet ball
Banquets	Picnics	Baton twirling	Ringette
Bazaars	Religious services	Bowling	Shuffleboard
Birthday parties	Retirement parties	Broomball	Slo-pitch
Bridge	Reunions	Cheerleading	Soccer
Chess clubs	Seasonal markets	Cricket	Softball
Crafts	Seminars	Dance lessons	Squash
Dance parties	Speakers	Dodge ball	Table tennis
Dance recitals	Talent shows	Dry land training	Tai chi
Concerts	Theatre performances	Field hockey	T-ball
Dinners	Weddings or other ceremonies	Fitness classes	Tennis
Engagement parties (e.g. Jack and Jill events)	Workshops/classroom instruction	Frisbee	Track and field
Fashion shows		Handball	Volleyball
Graduations		Horseshoes	Yoga

6. INDEMNIFICATION

The client covenants to save harmless and keep indemnified the Corporation of the Township of Ashfield-Colborne-Wawanosh, its servants and agents, as well as the St. Helen's Hall Directors and Members, against any legal liability for losses, injuries, damages, claims, causes of action, demands, suits and costs arising directly or indirectly by virtue of the Rental Agreement or by virtue of any events which occur during the rental event or which arise from or after the rental event, or which are in any manner related to the rental of the St. Helen's Hall, for this event.

7. AGREEMENT

I, the undersigned, agree to the terms and conditions outlined in this agreement.

Renter Signature: _____

Date: _____

Township Representative: _____

Date: _____

Any questions, please contact Barb Snowden at (519) 528-2279