



2017/18 Eston & District Recreation Board – Rental Agreement

User Name: _____

Phone Number: _____

Date Signed: _____

Date of Rental: _____

Rental Start Time: _____

Rental End Time: _____

Item	Price	# Required
Porta Potty (3 available)	\$25/each	
Chairs	Call for Pricing	
Tables (round and rectangular)	Call for Pricing	
Risers	Call for Pricing	
Bar Jiggers	Call for Pricing	
Beer Tubs	Call for Pricing	
Projector (based on availability)	Call for Pricing	
Popcorn Machine	Call for Pricing	

Ice Rental	Hourly	Half Day (up to 4 hours)	Full Day
Minor Hockey	\$120	\$340	\$790
Rec Hockey & Private	\$135	\$380	\$900
Annual Rec Hockey Team Fee	\$3,500		
Curling Ice	\$120	\$340	\$700

All prices include GST

Room or Facility	Hourly	Half Day (up to 4 hours)	Full Day	Total
Board Room	\$10	\$50	\$85	
Bowling Alley	\$40	\$115	\$160	
Centennial Hall (includes lobby)	\$75	\$210	\$300	
Curling Ice (includes lobby)	\$100	\$280	\$400	
Curling Lobby	\$30	\$85	\$120	
Entire Complex – with ice	\$500	\$1,400	\$2,000	
Entire Complex – without ice	\$375	\$1,050	\$1,500	
Hockey Arena – no ice (includes lobby)	\$125	\$250	\$500	
Kitchen	\$30	\$85	\$120	
Mezzanine	\$50	\$100	\$200	

All prices include GST

- All commercial or private functions will be charged for the use recreation facilities
- Any Town of Eston, RM of Snipe Lake, community group or fundraising events will only be charged for ice rentals, provided the event/activity benefits the community

Town of Eston and RM of Snipe Lake events/activities are exempt from damage deposits

I hereby confirm that the rental will be run by a Town, RM of Snipe Lake or community group. _____ (initial)

I hereby confirm that the rental will be run by a private group.

_____ (initial)

I hereby agree to the below policy:

- Setup and tear down of a room or facility is the responsibility of the user group
 - Tear down of large events must be completed by 2:00pm the following day, unless additional time is approved by the Recreation Director.
- Large events will be granted access to the room or facility 24 hours prior to the event. Additional time will be granted based on availability of facility and staff.
- All spaces and equipment will be replaced in the same location that they were found. In addition, all spaces and equipment will be left clean and ready for the next user.
- Any permits required will be the responsibility of the user. The user must notify the Recreation Director once the permit is in place.
- Any liabilities that may occur will be the responsibility of the user and will not be the responsibility of the Eston & District Recreation Board.
- Payment for all rentals must be received no later then 24 hours prior to the rental taking place.
- A damage deposit cheque is required prior to the rental for the following:
 - Centennial Hall & Mezzanine - \$300 (excludes meetings)
 - Curling & Hockey Arena - \$500
 - Rec Hockey/Private Ice Rental - \$900
- A walk through will be done by the Recreation Director to determine any damage.
 - If any equipment is damaged, the Recreation Director will process the damage deposit cheque to repair equipment and reimburse the user any remaining amount
 - If there are no damages, the Recreation Director will return the damage deposit cheque to the user following the rental.

User Group

Rental Total: _____

Signature: _____

<i>OFFICE USE ONLY</i>	
Total: _____	Paid: _____
Staff Initials: _____	Date: _____
Damage Deposit Collected: _____	Damage Deposit Returned: _____