

Our Lady, Queen of Families Parish

110 Ashford Drive • Mount Pearl, NL • A1N 3L6
(709) 364-8606 • parishoffice@saintpp.com

Rental Contract

I _____, by signing below, do hereby certify that I have read the Rental Regulations as printed on the reverse of this sheet and agree to abide by the terms and conditions contained therein for the rental of the facilities as initialed below by me. It is my intent to use the stated facilities for the purpose of _____ on _____ with approximately _____ people in attendance.

Rental Fees

Facility	Rate	Initial
Community Room <i>Weddings, baby showers, birthday parties, family gatherings. Includes use of kitchen.</i>	\$200	
Meeting Rooms	\$100	
Wedding Receptions *St Peter's Parish Only <i>(Community Room; includes use of kitchen)</i>	\$400	
<i>All prices include HST</i>		

Our Lady, Queen of Families Parish liability insurance does **NOT** cover patrons who rent our facilities. You are responsible for obtaining your own liability insurance.

The above fees **DO NOT** include a setup or cleanup fee which may apply, depending on your needs.

Date: _____
Tenant's Name: _____
Phone #: _____
Email: _____
Deposit: \$_____ Cash Debit Credit Card
Received by: _____

Credit Card Information
Name on the Card: _____
Card Number: _____
Expiry Date: _____ CVV: _____
Amount Charged: _____
 VISA MASTER CARD

Signature of Tenant

Signature of Witness

Rental Regulations

1. All facilities are non-smoking. Smoking is prohibited both inside the building and near building entrances.
2. The tenant is responsible for keeping the rooms in a clean condition. Any damage done during the rental time as stated on the front of this form will be the express responsibility of the tenant and will be charged to the VISA # noted on the front of this form. () ← **to be initialed by the renter.**
3. The complete rental fee is required no later than five (5) business days in advance of booking and is non-refundable unless the booking is cancelled at least two (2) days in advance of the scheduled rental. If the rental fee is not received by five (5) business days in advance of the rental date, Our Lady, Queen of Families Parish reserves the right to rent the room to other groups.
4. Items placed on the walls and doors will only be affixed with painter's tape as supplied by Our Lady, Queen of Families Parish. Use of nails, staples, pins, tacks, etc. is strictly prohibited.
5. No alcohol is to be sold or consumed during the rental period. () ← **to be initialed by the renter.**
6. If meals are to be served, the caterers are to coordinate their activities with the Parish office at the number printed on the front of this form.
Is the event catered? **YES** **NO**
7. If the kitchen is used, it is to be cleaned before vacating the facility. This includes wiping down all surfaces, cleaning stoves/microwaves, and mopping the floor.
8. Activity is to be limited to the rooms as initialed on the front of this form.
9. The activities of the tenant should not interfere with other groups using the facility.
10. The number of persons using the facility is not to exceed the number as posted by the Fire Department and/or as indicated by the Department of Health from the Government of Newfoundland & Labrador.
11. Our Lady, Queen of Families Parish will not be held liable for delays or cancellations which are beyond its control.
12. Our Lady, Queen of Families Parish reserves the right to terminate any function due to non-compliance with any of the above conditions or for any behavior which deemed unacceptable by the Parish.
13. Our Lady, Queen of Families Parish is not responsible for loss or damage to any property for loss or damage to any property or equipment.
14. All floors in hall and kitchen must be dry mopped. Please ensure all garbage is put in dumpster