

Village of Nobleford

2004, 2008 and 2010 Municipal Excellence Award Recipient

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NOBLEFORD COMMUNITY COMPLEX RENTAL AGREEMENT #02-26. Sept 16, 2014, Oct 15, 2015, January 20, 2016

The AIR CONDITIONED NOBLEFORD COMMUNITY COMPLEX gym is available for rent with a 478 person capacity, a licensed kitchen equipped to serve 300, microwave, fridge, cooler, ice freezer, 2 stoves, and commercial dish sanitizer. Athletic equipment such as Basket Ball, Volleyball equipment is included in rental. The upstairs meeting room is equipped with fridge, microwave, sink, for gatherings up to 60 people. A quality permanent BOSE Public Address system is available for all users. Microphone, cables and stands are available at the Village office. You may plug your mp3, cell phone, laptop, cd player in to the south wall mini amplifier 1/4" outlets (1/8" adapter available) be sure to set selector accordingly. Complimentary internet is provided by PLATINUM. This is a **NO SMOKING** public facility. Those smoking are responsible for damages and subject to prosecution. For Bookings, contact the Village office.
Volunteer involvement provided by: NOBLEFORD COMMUNITY COMPLEX SOCIETY.

Main gym \$30.00 per hour or \$300.00 per day, PLUS GST (between 5:00 am and 4:00 am)
Upstairs Room \$30.00 per hour or \$150.00 per day, PLUS GST (between 5:00 am and 4:00 am)
Kitchen \$100.00 per booking, PLUS GST **Towels & Dish Cloths available at the Village office

All Nobleford residents or property tax payers are eligible for a 30% discount. Go to www.nobleford.ca for information.

Due to the variety of uses of this facility on a daily basis, there is a no charge 2 hours allowance for banquet activities for set up and cleaning, providing this time is not booked by a paying customer. This gives you time to clean and prepare the facility to your satisfaction. We recommend that you cover the plastic tables with your own table cloths. Additional Janitor service is available for a fee.

The full rental fee is required at time of Booking. \$200 refundable security deposit is due before receiving keys. A 50% refund of rental fee is given if cancelled with 30 day's notice. 100% of the cancellation penalty credit can be used towards future rentals within 5 years. There is No charge for date change. You are required to make arrangements with the Village office to pick up and return keys. It is the renter's responsibility to clean the facility and lock the facility at the close of your activity. The Village reserves the right to deny rental, or amend rates without notice. Please use the main entry located on the North center of the Building. The service entrance on the North east is for kitchen service and upstairs meeting room access.

Security/Key deposit is \$200.00. Charge for NSF cheques is \$100.00. Deposit will be returned after 30 days of event. The Security / Key Deposit refund will be returned to the renter when:

- Keys and used dish clothes, towels have been returned, clean and dry to the Village Office.
- An inspection of the premises confirms the complex is clean and not left in an unacceptable condition.
- Broken items charged at replacement cost if reported to the Village of Nobleford, double if not reported.
- Dry mop, sweep, vacuum facility. Place garbage bags outside in North East fenced area, replace garbage bags in all garbage cans.
- Wash and DRY all items, cutlery, dinnerware, serving carts, fridge, cooler, tables, chairs, countertops, sinks and toilets.
- WET MOP kitchen, bathroom, entry, hallway and gym floors.
- Cleaning equipment and supplies, toilet paper, paper hand towels for bathroom and hand soap are in the Janitor supply room or kitchen.
- Instruction for the commercial dish sanitizer use is pasted on the wall in the kitchen. This is NOT a dishwasher.
- Please follow food handling and cleaning instructions provided by CHR Health Unit, posted in the kitchen. Leave cooler set on 1 for +3c
- All chairs, tables and athletic equipment must be properly organized and stored after use, view pictures on the wall of storage area.

Renter Name: _____ Do you live in Nobleford ____ Do you pay tax to Nobleford ____

Address: _____

Phone Number: _____ Cell _____ E-mail _____

Activity: _____ Number of people expected _____

Facility Booked: Gym ____ Kitchen ____ Upstairs Room ____ How many live in Nobleford _____

Dates Booked: _____ time: _____ Date: _____ Times: _____

Fee: _____ Cash. _____ Cheque # _____ payable to: THE VILLAGE OF NOBLEFORD.

X _____
I have read and agree to terms: Signature of renter _____ Date _____ Copy given to renter, Staff Initial _____

Security/Key Deposit received Date: _____ \$200 Cash. _____ Cheque # _____

Initial for KEY: Main Entry# _____ Service Entry# _____ Kitchen# _____ Upstairs Meeting Room# _____
 # of Dishcloths taken _____ Microphones/Accessories _____ Post Event Checklist _____

Comment: _____

Post event Security inspection done by _____, Date _____ Security Refund amount of \$ _____ Retention of deposit \$ _____

This facility operates at a financial deficit each year and is subsidized by Nobleford Property Tax Payers.