

Rental Conditions:

The St. Thomas à Becket Parish hall (The Facility) is rented subject to the following conditions:

- The Facility is rented on an "as found" basis and the Lessee is responsible for returning the Facility in the same condition as that in which it was found.
- The Lessee is responsible for any damage or loss to the Facility, equipment or property of the Parish.
- The Parish is not responsible for any loss or damages to any property belonging to the Lessee left in the Facility at any time.
- The Lessee shall not cause excessive noise or nuisance to neighbors of the Parish. A Borough of Pierrefonds by-law prohibits loud noises between 11:00 p.m. and 7:00 a.m.
- The Lessee shall allow a representative of the Parish to enter the Facility at any time in order to verify its condition and to ensure that the terms of the present rental agreement are being observed.
- The Parish is not responsible for any damage, loss or nuisance that may be caused to the Lessee or the persons in the Lessee's group.
- The Lessee is responsible, at its sole cost, for obtaining a liquor permit from the *Régie des alcools, des courses et des jeux* if alcoholic beverages are to be consumed, served or sold.
- The Lessee may decorate the Facility on the previous day, subject to availability. Decorations must not be stuck to the walls or floors, but may be suspended from the existing facilities.
- The Lessee acknowledges that the use of helium balloons present a risk to the electric fans in the Facility and accepts responsibility for all damages arising from the use of helium balloons.
- The Lessee is responsible for the set-up and clean-up of tables, chairs and other equipment as well as for their replacement in the appropriate storage area.
- The Lessee is responsible for the removal of all decorations and garbage which must be placed in the outdoor bins provided.
- If the present rental agreement includes the use of the kitchen and/or plates and cutlery, the Lessee is responsible for cleaning and putting away all plates and cutlery.
- In case of unforeseen circumstances, the Parish reserves the right to cancel any Facility rental, and to change, in whole or in part, the present rental agreement by previously advising the Lessee.
- The Lessee shall comply with all federal, provincial and municipal laws and regulations applicable to the use of the Facility, including, without limitation, fire prevention regulations regarding maximum capacity and minimum required lighting.
- The Lessee shall leave all accesses and emergency exits unobstructed at all times.

Cancellation Policy: The Rental Fee less an administration fee of \$100, and the damage and cleaning deposit will be refunded, provided that written notification of cancellation is received at least three (3) weeks prior to the event.