

THE ROYAL CANADIAN LEGION
Auclair Branch 121
318, rue Connaught
Otterburn Park, Québec
J3H 1J1
Tel. (450) 467-0881



Royal Canadian Legion Rental Conditions Member Agreement

1. During hall rentals, (private rentals or legion events) members of the legion or veterans cannot be denied entrance to the building during regular opening hours.
2. The applicant must conform to federal, provincial, and/or municipal laws related to the establishment. All activities must remain in the mission, objectives, and/or interests of the Royal Canadian Legion of Otterburn Park, Branch 121.
3. The Legion reserves the right to refuse any application, and/or terminate any contract (even if signed) at any time if the applicant violates Legion rules and/or license restrictions.
4. The applicant is responsible for the hall during the period(s) of time agreed on the rental application form.
5. If during your rental any damage occurs to the premises or any of the Legion's equipment, the applicant will be responsible to replace or repair that damage, **at his own cost.**
6. The legion member(s) present during the event has the right to refuse prolongation of the time agreed upon on the rental form and has the right to ask the applicants to leave the premises. However, the applicant has the right to ask the member(s) to prolong the time of the event and pay the additional fees indicated on the application form.
7. The applicant has the responsibility to setup the hall tables and chairs and to inform the Legion how they would like to set it up and for what time they will need to set up. For security reasons, a Legion representative must be present when the tables and chairs are being setup.
8. The use of the kitchen inventory will be as follows:
 - Fridge for food storage
 - Cutlery, dishes, and glasses
 - Kettles and coffee makers
9. All cutlery, dishes and glasses must be cleaned and put away after use. Under NO circumstance will the renters be allowed to operate stove unless certified legion members are present.

10. The rented area(s) and kitchen must be cleaned and returned to same condition as it was upon the applicant's arrival.
11. Should the applicant be bringing a DJ (or a band) they must setup at the fireplace end of the Legion Hall. The music must be kept to reasonable volume levels as per municipal law. The member has the right to ask to lower the volume as the Legion is located in a residential area. If the applicant wants to open the windows, the volume of music heard outdoors must be taken into consideration.

Licensed Bar - All alcohol, beer, wine, soft drinks, and others available refreshment, must be purchased over the bar. Absolutely no alcoholic and/or stocked non-alcoholic beverages are permitted inside or outside of the premises. Any violation can result in the individual being asked to leave. Repeat offences will result in the immediate termination of the event and the applicant will be asked to vacate the premises. (Non-refunded). The applicant must indicate when he/she will need the bar to be available (Opened).

12. Rental Fees can be paid by cheque to "RCL Auclair 121" or by Etransfer to treasurer318@gmail.com
 - 30% non-refundable deposit of the rental fee at the time the agreement is signed.
 - The balance of the fee dated 10 days before the rental date.
13. The legion shall not be responsible or liable for,
 - Theft or loss by the applicant or guests.
 - Any personal injury(s) while on the premises.
 - Any damage to any personal property belonging to the applicant or the applicant's guests
 - Problems resulting from any food prepared by a certified caterer. All caterers must provide proof of MAPAQ food safety training
14. Children
 - 12 years of age and under **will not be allowed** to enter the Legion unless for a family event or activity.
 - 12- 17 **must be** accompanied by an adult

The legion will not be held liable for any injuries attained by unattended children.

15. Ice Rentals - note that the Legion recommends that Curlers wear helmets and clean running shoes or curling shoes while on the ice.
16. **When Invoked** - all members and guests must follow Covid-19 rules and it will be the responsibility of the applicant to ensure the rules are followed.
17. At no time shall the logo of the Royal Canadian Legion, Auclair Branch 121, be hidden, covered, or removed.

In witness, both parties have read and agreed to the above terms. Signed at:

Otterburn Park, on: _____

Applicant: _____

Legion Rep: _____