

MUNICIPALITY OF MAGNETAWAN RENTAL AGREEMENT (PERMIT)

(705) 387-3947

Magnetawan Community Centre, Ahmic Harbour Community Centre & Lion's Pavilion 4304 HWY 520 Magnetawan, ON POA 1PO info@magnetawan.com

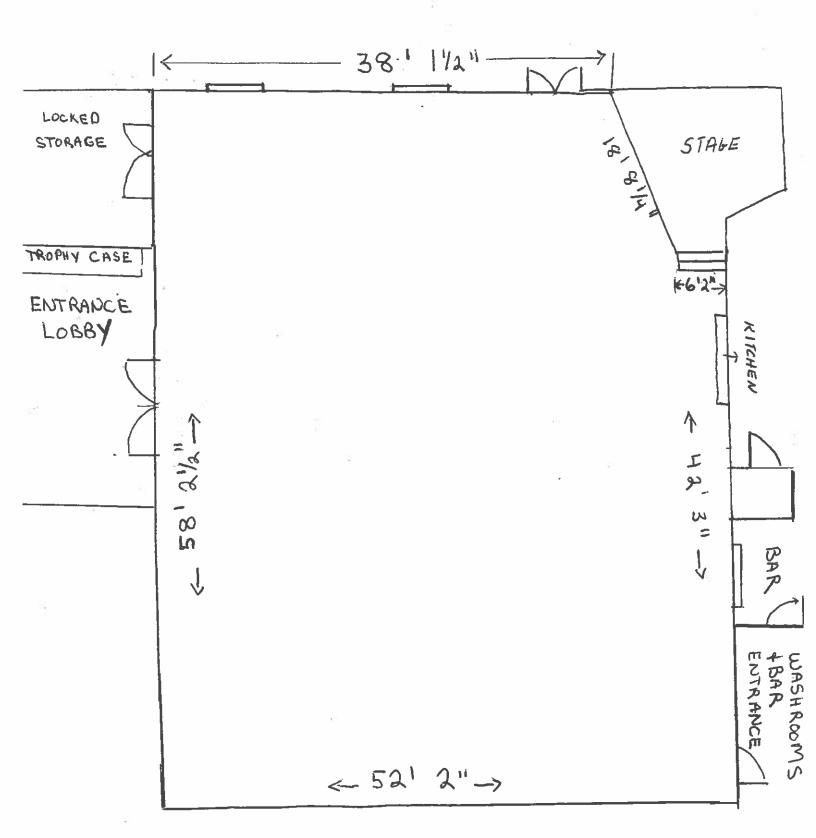
DURING EVENT - IN CASE OF EMERGENCY CALL 911, Non-emergency please contact (705) 783-0332

Name of Organization	(Permit Holder):		Booking (Contact:		
Contact Telephone:	Contact Email:			Ratepayer: YES \square NO \square		
Description of Event: _			Commur	nity Fundraising Event:		
Date(s) Required:				Recurring Event YES NO		
Time: FROM:				AM 🗆 PM		
Accommodations Req	uired:					
☐ MAGNETAWAN	☐ COFFEE & TEA (includes cream, milk, sugar)	☐ KITCHEN	□GAS STOV	E □STEAMER □BAR □SOUND EQUIP		
□ AHMIC	☐ COFFEE & TEA (includes cream, milk, sugar)	☐ SOUND EQ	(UIP			
☐ LION'S PAVILION						
☐ CENTENNIAL PAR	RK GAZEBO					
☐ CROFT RECREATI	ONAL PARK					
Set-Up Required: 🗆 N	NO □ YES <u>Please att</u>	ACH SET UP DIA	I <i>GRAM</i> Expect	ted Attendance:		
Equipment Required:	□TABLES □CHAIRS □I	DISHES TABLE	CLOTHS DOTH	HER:		
Event to be Posted on	Events Calendar: \square YE	S □ NO Outd o	oor Sign Msg: _			
Low Risk Insurance Co	verage \$50 (Not available fo	or all events, please ir	nquire with Municipa	ality before booking) 🏻 YES 🔻 NO		
Municipality. An ad above. Payment to the Payment ca	lditional \$50 per half ho e Municipality of Magne in be made by cheque, n	ur may be charg tawan shall be r noney order or o	ged if the premis made upon bool cash and must i	nay not be refunded at the discretion of t ses are used outside of the times stipulat king and completion of the Rental Agree include the damage deposit cheque. vent in order to receive a full refund.	ted	
dates and times showr	n. My signature certifies and agree to abide by t	that I have rea	d and understa	request the use of the named facilities, and the regulations outlined above attacomply may result in the current and/or	hed t	
Name of Applicant:			_Authorized Signature:			
Date:						
Required Documents:	☐ Copy of Liability Ins	surance (if not p	urchased throu	gh the Municipality) Liquor License		
Rental Fee: \$	Add-Ons: \$	Insura	nce: \$	HST:\$		
Deposit <u>\$_250</u> TO	OTAL: \$					

It is the responsibility of the Permit Holder that all persons at the event are abiding by all Municipal By-laws as well as Provincial & Federal Laws. Future rentals WILL NOT BE PERMITTED if persons do not abide by these regulations. Thank you for your rental! Enjoy your event!

REGULATIONS APPLYING TO RENTAL AGREEMENT (PERMIT)

- The Permit Holder shall be responsible for the conduct and the supervision of all persons admitted to the Municipality Facility and shall ensure that all regulations contained in this Permit are strictly observed.
- 2. Any Municipal By-Law Infractions will be charged to the applicant and/or any person(s) responsible for the infraction.
- 3. Every required exit shall have an aisle with a clear width no less than 1.1 metres (4 feet).
- 4. No equipment, furnishings, dishes, etc., may be used except as outlined in the Permit, or arranged through an agreement with the Municipality additional fees will apply.
- 5. No storage space is granted to outside organizations, except with express written permission from the Municipality.
- 6. Tap dancing will not be permitted directly on tiled floors.
- 7. Activities must be confined to the facilities, times, and dates stated on the Permit. Permits are not transferable.
- 8. No equipment, scenery, or decorations shall be fixed to walls, floors, or ceilings without the approval of the Municipality. Temporary flame-retardant decorations may be suspended from the ceiling using hooks or clips on the T bars.
- 9. When liquor is to be served a Special Occasion Permit must be obtained from the Alcohol and Gaming Commission of Ontario and posted on the bar room bulletin board. The Permit Holder is responsible for meeting the regulations stipulated on the back of the special occasion permit application form. The bar must be opened and closed according to the times stated on the Permit. All alcohol beverages must be removed from the hall at the end of the event.
- 10. Smoking, cannabis use and/or vaping are strictly prohibited on all municipal property except in designated areas. Approved smoking areas are located on Highway 520, Biddy Street, and in the overflow gravel parking lot beside the library. If smoking is detected by the permit holder or their guests, the permit holder will forfeit their deposit.
- 11. No open flames, excluding kitchen appliances.
- 12. Deposits shall be returned to the Permit Holder upon inspection of the Facility and determination to the satisfaction of Municipality staff that the Facility has been left in a clean, orderly, and undamaged state.
- 13. The Permit Holder shall, in no manner, pledge the credit of the Municipality and shall protect, indemnify, and save harmless the Municipality, its employees or agents of, or from claims, that may arise out of the use of buildings by the Permit Holder. The Permit Holder is required to protect the Municipality, its employees or agents against damage, infringement of royalty rights, ASCAP, EMI, CAPAC, or any other performing society charges, slander, sedition and subversion which may occur as a result of public performances or speeches.
- 14. The Permit Holder shall agree that the Permit may be revoked or cancelled by the Municipality or its designate at any time, with or without cause, and that in the event of such cancellation there shall be no claim or right to damages or reimbursement on account of any loss, damage or expense incurred by the Permit Holder.
- 15. Special events, including fundraising events that involve the sale of food, must comply with the *Food Premise Regulation*. It is the responsibility of the applicant to contact the North Bay Parry Sound District Health Unit at (705) 746-5801 regarding rules and regulations for food handling.
- 16. Permit Holders granted a recurring time slot shall maintain their payments for the duration of the rental period. Failure to maintain payments will result in the cancellation of all unpaid dates and times.
- 17. The Permit Holder understands the health and safety legislation and regulations related to the activities being held as indicated on the Permit and will ensure that these activities and the participants in them will comply with the requirements of the legislation and regulations.
- 18. The Permit Holder shall be responsible for personal injury or damage, or for the loss or theft of any articles of clothing or equipment of the applicant or organization, or anyone attending on the invitation of such person or organizations.
- 19. The Permit Holder must pay for all damage to facilities or furnishings, however caused, arising out of or during the use of the facilities under the Permit. Future Permit requests will not be considered for any group that has an outstanding account with the Municipality in this regard.
- 20. Maximum attendance shall be governed by the applicable fire regulations.
- 21. Games of chances, lotteries, or gambling in any form must have a Lottery Permit obtained from the Municipality.
- 22. The Municipality's facilities are intended for the use and enjoyment of all residents. The misuse of drugs, alcohol and violent behaviour will not be tolerated in the facilities. The Municipality reserves the right to evict any individual who is seen as not acting in the best interest of the program or activity or who display inappropriate behavior.
- 23. If the Permit Holder has been given access to the lock box and Key must be returned to the lock box. If the Key is not returned or lost the permit holder will forfeit their deposit
- 24. The non-emergency number (705) 783-0332 is to be used in case of any issues with the Community Centre facilities. If arrangements are not made regarding the lock box and key, the on-call Staff will meet the Permit Holder to unlock and lock the hall ONLY. If for any reason you cannot reach the on-call Staff please contact the Parks & Maintenance Manager at (705) 783-9890.



ROUND TABLES
6 OR 8 PER TABLE

AHMIC HALL

_		
	7	
		H01->
		ENTRANCE
STAGE		
	29 FT	
		日9
8FT Washroom	$A = 30FT \longrightarrow K$	TCHEN <- 2FT->

SCHEDULE "A" To By-law 2024— 55

ALL FEES, CHARGES, FINES AND AMPS ARE NON-REFUNDABLE ALL FEES, CHARGES FINES AND AMPS ARE SUBJECT TO APPLICABLE TAXES

COMMUNITY SERVICES – FACILITY SERVICES

Magnetawan Community Centre, Lion's Pavilion & Ahmic Harbour Community Centre

Magnetawan Community Centre Magnetawan Community Centre	Monday to	Friday to	Friday 6 pm	
A damage deposit fee of \$250 per event is required upon booking. Depos less repair costs, if any, will be returned following post-rental inspection		Sunday (per day)	to Sunday 6 pm (weekend)	
Commercial/ *Non-Resident full day	\$170.00	\$195.00	\$390.00	
Commercial/Non-Resident up to 4 hrs.	\$100.00	per day \$120.00		
Resident full day	\$120.00	\$145.00	\$290.00	
Resident up to 4 hours	\$70.00	per d	ay \$90.00	
**Non-profit full day	\$120.00	\$145.00	\$290.00	
Non-profit up to 4 hours	\$70.00	per d	ay \$90.00	
Add-ons			MIL L. W.	
Kitchen Rental (Not Available for Individual Rental)	\$75.00	\$85.00	\$140.00	
Bar Rental	\$35.00	\$55.00	\$110.00	
Set-up Fee (including tables, chairs, etc.)	\$150.00	per day \$150.00		
Coffee & Tea Set-Up (includes coffee/tea & supplies)	\$50.00	per day \$50.00		
Ahmic Harbour Community Centre A damage deposit fee of \$250 per event is required upon booking. Depos less repair costs, if any, will be returned following post-rental inspection		Friday to Sunday (per day)	Friday 6 pm to Sunday 6 pm (weekend)	
Commercial/Non-Resident full day	\$120.00	\$145.00	\$290.00	
Commercial/Non-Resident up to 4 hrs.	\$80.00	per day \$95.00		
Resident full day	\$90.00	\$110.00	\$220.00	
Resident up to 4 hours	\$70.00	per day \$90.00		
Non-profit full day	\$90.00	\$110.00	\$220.00	
Non-profit up to 4 hours	\$70.00	per day \$80.00		
Add-ons				
Set-up Fee (including tables, chairs, etc.)	\$150.00	per day \$150.00		
Coffee & Tea Set-up (includes coffee/tea & supplies)	\$50.00	per day \$50.00		
Magnetawan Lions Pavilion A damage deposit fee of \$250 per event is required upon booking. Deposites repair costs, if any, will be returned following post-rental inspection	Friday 6 pm to Sunday 6 pm (weekend)			
Commercial / Non-Resident full day	\$120.00	\$130.00	\$260.00	
Commercial / Non-Resident up to 4 hrs.	\$80.00	per day \$90.00		
Commercial/ Non-Resident Hourly	\$35.00	per da	y \$40.00	
Resident full day	\$100.00	\$110.00	\$220.00	
Resident up to 4 hours	\$70.00	per da	y \$80.00	
Resident Hourly	\$30.00	per day \$35.00		
Non-profit full day	\$100.00	\$110.00	\$220.00	
Non-profit up to 4 hours	\$70.00	per da	y \$80.00	
Non-profit Hourly	\$30.00	per day \$40.00		
Set-up Fee (tables, chairs, sports equipment, etc.)	\$50.00	\$50.00 per day \$50.00		
Additional Fees – all locations				
Late Vacating Fee \$50 per half hour, not including 10 min grace for first ½ hour only.				
Host Liquor Liability Insurance (if qualified may be \$50.00 per event purchased)				

^{*}Non-Resident is defined as a person who does not either reside within the Municipality or does not pay property taxes to the Municipality.

^{*}Non-profit is defined as any recognized not-for-profit organization that does not gain any profit from its events.