

Permit Contract

Memorial Sports Centre - Fort Frances

740 Scott Street
 Fort Frances, ON P9A 1H8
 Phone: (807) 274-4561
 FAX: (807) 274-3799
 Email: sports@fort-frances.com

Permit #1179, Approved

Sep 1, 2017 12:43 PM

Company: Fort Frances High School

522 Second Street
 Fort Frances, ON P9A 1N4

Agent: Brian Gustafson

Email: bvgustafson@outlook.com



Customer Type: High School

Prepared By: Melissa Belluz

Home: (807) 274-7400

Charges	Taxes	Discounts	Total Charges	Deposits	Deposit Taxes	Total Payments	Refunds	Balance
\$975.30	\$55.54	\$0	\$1,030.84	\$0	\$0	\$0	\$0	\$1,030.84

▼ **RESERVATIONS**

Event	Resource	Center	Notes		
FFHS Chem Free Graduation Type: Event Attend/Qty: 299	Multiple Resources Requested	Memorial Sports Centre 740 Scott St Fort Frances, ON P9A 1H8 (807) 274-4561	--		
Days Requested		Event Ends			
Day	Date	Event Begins	Duration	Date	Time
Tuesday (52 Canadians Arena)	Jun 19, 2018	6:00 AM	16 hours	Jun 19, 2018	10:00 PM
Wednesday (52 Canadians Arena)	Jun 20, 2018	6:00 AM	16 hours	Jun 20, 2018	10:00 PM
Thursday (52 Canadians Arena)	Jun 21, 2018	6:00 AM	16 hours	Jun 21, 2018	10:00 PM
Thursday (Auditorium)	Jun 21, 2018	6:00 AM	24 hours	Jun 22, 2018	6:00 AM
Friday (52 Canadians Arena)	Jun 22, 2018	6:00 AM	16 hours	Jun 22, 2018	10:00 PM
Summary					Notes
Total Number of Dates: 5					--
Total Time: 88 hours					

▼ **CHARGES**

Description	Event / Resource	Unit Fee	Units	Tax	Charge
Auditorium Social/Wedding Res	FFHS Chem Free Graduation #1179 52 Canadians Arena Auditorium	\$427.20	1.00	HST: \$55.54	\$482.74
52 600 People No Liquor License Res	FFHS Chem Free Graduation #1179 52 Canadians Arena Auditorium	\$548.10	1.00	--	\$548.10

▼ Payment Schedule for Original Balance of \$1,030.84

Due Date	Amount Due	Amount Paid	Withdrawal Adjustment	Balance
Jun 19, 2018	\$1,030.84	\$0	\$0	\$1,030.84
Current Balance				\$1,030.84

▼ WAIVERS

Facilities Waiver

Due Date: Jun 19, 2018

General Waiver When Renting All Facilities

I understand that I am responsible for my group and/or parties actions and conduct during my reservation. My current and future reservation requests may be cancelled if the following should occur: Fighting; Unseemly conduct; Health Violations (spitting, smoking, etc.) abuse of staff or property. Full payment is required at the time of the booking. I must provide at least two weeks notice of cancellation of my booking. If cancelled prior to two weeks I will receive a refund minus 10% of total. After the two week deadline a refund will NOT be issued. Regular contract users will not be subject to the 10% surcharge. Contract changes/cancellations will only be accepted from the individual originally booking the facility(s). My group will assume responsibility for providing adequate supervision, facility cleanliness and general order while using the facility. Damage and/or destruction of the above named properties will result in repair and/or replacement fees billed directly to me. In all circumstances, the Town of Fort Frances retains full authority for final approval and denial of facility reservation request.

Signature: _____

TOFF Facility Rental Policy

Due Date: Jun 19, 2018

I have read and agree to the Town of Fort Frances Facility Rental Policy.

TOFF Facility Rental Policy

Signature: _____

Auditorium Checklist

Due Date: Jun 19, 2018

Rental Agreement Terms and Condition:

- 1) I have been provided with the Town of Fort Frances Smoking Policy. Alcohol Policy. Facility Rental Policy.
- 2) I understand and agree that in the case of a cancellation, two weeks notice is required at which time a refund request will be submitted minus a 10% administration fee.
- 3) I agree to be responsible for any wilful damage to the premise and report any damage to the Memorial Sports Centre staff immediately at (807) 274-4561.
- 4) I agree to leave the facility clean and in good condition.
- 5) I agree to indemnify and save harmless the Town of Fort Frances, its officers, servants, and agents from and against all claims, demands, costs, actions, causes, of action, expenses whatsoever which may be taken or made against them by or any of them for any loss, damage, or injury, including deaths, of any nature or kind whatsoever arising out of or in consequence of any act, neglect, or omission of the Municipality, her servants or agents in relation to the operation of Auditorium
- 6) I understand that I need Third Party Alcohol Liability Insurance; this program provides protection when lawsuits are brought against individuals, organizations or companies who host single/multi-day functions with alcohol service. A valid liquor permit or license must be in place for service of alcohol. The policy would be in the name of the individual or organization that has rented the facility, and has taken out the liquor permit.
- 7) I understand and agree to provide copies of Smart Serve Cards, Liquor License, and Third Party Liability Insurance to Melissa at least one week prior to my event. I understand that I will not be given keys until this is done.
- 8) I have provided Melissa with the room set up request.
- 9) I understand that Ice is provided but I must supply my own Pepsi products for my event.

I/We have read and agree to adhere to the terms and conditions of this agreement and its entire links with the Town of Fort Frances for the use of Auditorium.

Name

Date

Town of Fort Frances Alcohol Policy:

APPENDIX ?B? - AGREEMENT FORM FOR SPECIAL OCCASION PERMIT HOLDER

1. I have received and reviewed a copy of the Town of Fort Frances Alcohol Policy for Special Occasion Permit Holders.
2. I understand that I must adhere to the conditions of the Alcohol Policy and the Liquor Licence Act of Ontario.
3. I understand that if I or other individuals at the event fail to adhere to the Alcohol Policy, the Fort Frances staff will take the appropriate action. This action may include eviction, revoking of the Special Occasion Permit and the notification of local authorities.
4. I understand I can be held liable for injuries and damages arising from failure to adhere to the Liquor Licence Act of Ontario.

Name

Date