

Almonte United Church - Information

Rental Facilities - Conditions and Rates

A variety of rooms and facilities, when not in use for scheduled Church activities, are available for rent at Almonte United Church. This includes several individual rooms, a social hall and sanctuary suitable for the presentation of musical concerts and other appropriate events. The available rooms are offered for rent as an outreach to the community. Rental fees are used to offset costs of building operation.

These rates come into effect on January 1, 2016. Rates will be reviewed annually in September.

Room	Rate per hour	Daily Maximum	Note
Social Hall	\$25.00	\$160.00	Note <i>Use of the piano and organ is included in the rental of the sanctuary.</i>
Room 2 (unavailable)	- -	- -	
Room 3	\$11.00	\$66.00	<i>There is no additional charge for the use of the elevator with any facility rental.</i>
Room 4	\$11.00	\$66.00	
Room 10	\$11.00	\$66.00	
Parlour*	\$16.50	\$90.00	
Main Kitchen**	- -	\$50.00	
Sanctuary	\$60.00	\$360.00	
Minimum daily rates - On Fridays and Saturdays, due to high demand for space, minimum daily rates for all rooms will be two (2) hours before 6:00 pm, and three (3) hours after 6:00 pm.			

* Fee for the use of the piano in the parlour is \$10.00.

** Partial use of kitchen facilities (e.g. coffee maker only) will be a reduced fee.

Payment

A \$25.00 non-refundable deposit is due with the signed agreement. Where the fee is less than \$25.00 the full amount of the rental fee is non-refundable. A post-dated cheque for the balance of the rental fee is to be provided at the time the agreement is signed.

Conditions for Rental

1. The user (group/individual) is responsible for damage to any part of AUC property that is a result of their usage.
2. The user is responsible for clean-up after each event (sweeping, putting away chairs/tables and cleanup of spills).
3. If the custodian is required to clean up after an event the user will be charged a clean-up fee. For a fee, arrangements can be made prior to the event for custodial clean-up.
4. The rental agreement period includes both set up and post-clean up time. Where extra time is taken it will be billed at the hourly rate applicable to the user's rental space.
5. For kitchen rentals, posted instructions must be followed with kitchen, dishes and accessories left clean on conclusion of the event.
6. Lost keys (if supplied) are charged \$75. Re-keying is costly.
7. Smoking, gambling or alcohol is not permitted on AUC property.
8. AUC reserves the right, in church designated emergencies, to override a rental agreement and make use of the space as necessary for the emergency.
9. Changes to days/dates will be accommodated wherever possible, provided adequate notice is given.
10. AUC is not responsible for loss or damage to any stored equipment belonging to the renter.
11. The rental agreement covers only the agreed upon space and facilities. Other areas of the building (Parlour/kitchen/Sanctuary) or equipment (stoves/kettles etc.) are off limits unless specifically included in the agreement.
12. An insured renter will need to provide a certificate that includes proof of liability insurance of a minimum of \$2,000,000 showing the church as an "Additional Insured", and includes a 30 day "Notice of Cancellation" provision.
13. For an uninsured renter, the church policy covers church liabilities but does not cover any of the renter's liability. The uninsured renter can obtain a one day policy that covers any of their liabilities during the event.
14. Returned cheques will incur a penalty equal to any Bank charges incurred.

Disclaimer

Almonte United Church reserves the right to accept or reject any application for rental, based on the nature of the event and the information provided.

Contact

For more information or clarification contact the Office Administrator at Almonte United Church, 106 Elgin Street, P.O. Box 190, Almonte, Ontario K0A 1A0. . Telephone: (613) 256-1355; Email: office@almonteunited.com

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