

Booking payments

- *MUST be paid in full two weeks prior to the event or time of booking if less than two weeks.
- *Full refund ONLY if cancelled three months before the function. Damage deposit will be forfeited within three months if the Lessor is not able to cover the date with another function.
- *Speak with office manager for special pricing on meetings and workshops.

BOOKING FEES

Hall Rental	FULL DAY (7am - 1am)	Non member \$ 300.00	
		Courtenay Legion member \$240.00	
		Other party entitled to discount \$270.00	
	HALF DAY (up to 6 hrs)	Non member \$ 250.00	
		Courtenay Legion member \$200.00	
		Other party entitled to discount \$225.00	
	Miscellaneous	(fill in)	
Kitchen	outside caterer or DYI	Non member \$100.00	
		Courtenay Legion member \$80.00	
		other party entitled to discount \$90.00	
		Subtotal	\$0.00
		GST (#107930125)	\$0.00
		Sub Total	\$0.00
		Damage deposit	\$250.00
* This total to be paid at time of booking		*Sub Total + Damage Deposit	\$250.00
		Full or partial Damage Deposit return	
		GRAND TOTAL	\$250.00

Method of payment: e-transfer : rclbr17@shaw.ca
 Cash
 Cheque: Cheque# _____
 Debit

CONTACT NAME: (please print) _____

ADDRESS: _____

PHONE NUMBER: _____ E-MAIL: _____

SIGNED (LESSEE): _____

SIGNED (LESSOR): _____

By intializing here, the Lessor confirms receipt of this contract. _____

** Did you know that anyone can join the legion. The membership is only \$60.00 per year.