

**Crystal Creek Community Hall**  
**44044 Hwy 670 , Grande Prairie, AB T8X 4H3**  
**Land Location SW5 72 4 W6**

Contact: crystalcreekhall@gmail.com

Renter

Address for  
Damage Deposit  
Return

Email Address

Phone Numbers

Contact Person

Alternate Contact Person

Date of Function

**Select Type of Function**

- Weekend Rental - \$750.00 - Key from noon Friday to Sunday at Five PM
- Long Weekend Rentals - \$1125.00 - Noon Prior to Five PM Last Day
- Additional Camping (Only with Weekend rentals) \$150.00 per day X \_\_\_\_ Day(s)
- Day Rate - \$375.00 (9:00 AM to 9:00PM) – Midweek Only

**Janitor:** \$50.00 Per Hour- Our flat rate Janitor Fee, to bring the hall back to future rental conditions, Copy of Invoice will be attached and damage deposit adjusted for sub-standard cleaning.

**Deposit:** Deposit - \$375 damage deposit. Refunds must be requested by email to crystalcreekhall@gmail.com . Refunds more than 4 weeks from first day of event will incur a \$50 fee deducted from original payment. Refunds less than 4 weeks from the first day of event will incur a \$100 fee deducted from original payment.

# People Expected

Is Alcohol being served?

YES

NO

If YES, a PAL Insurance (Public Alcohol Liability Insurance) must be purchased by renter from an insurance broker.

An ALCB liquor license must also be purchased at any liquor store - they will require the Crystal Creek Halls land location - SW5 72 4 W6

All cheques are made payable to Crystal Creek Recreational Society or e-transfer to crystalcreekhall@gmail.com

All renters are supplied with a Hall Rental Contract, Rental Rules and Regulations, and rules of etiquette.

Upon arrival to the hall any maintenance, janitorial or safety issue that will affect your rental must be reported prior to function.

RV Parking - only 4 electrical plugs available, no power for AC.

---

Renter Signature

Print Name

Date

---

For Hall Use Only:

---

Rental Fee Paid

Security Deposit Paid

Date Security Deposit Returned

## Community Hall Rental Rules and Regulations

1. The Hall shall be rented to adult persons only. The contact person(s) shall be in attendance for the duration of the function, they are responsible for all activities.
2. The Applicant will be responsible for setting up the Hall.
3. The Applicant will clean the Hall at the conclusion of the event. The list of expected clean-up is posted at the Hall.
4. All garbage and recyclables are to be removed from the Hall by the Applicant.
5. No unauthorized alcohol shall be permitted in the Hall. All alcohol requires a license.
6.
  - (i) Consumption of alcohol may be permitted provided the user follows the regulations of the Alcohol and Gaming Commission of Alberta. A copy of the Special Occasion Permit shall be provided to the hall representative. The Permit must be posted in a conspicuous place in the Hall during the event.
  - (ii) Insurance for any event involving alcohol must be purchased by the user and a copy of the insurance coverage shall be provided to the hall representative.
7. Exit doors shall remain unblocked at all times, during your event.
8. No exposed candles may be used.
9. The Lessee agrees that use of the Hall beyond the period stated on the application (i.e. next morning clean up) may result in an additional charge to the Lessee.
10. The Crystal Creek Recreational Society accepts no responsibility for any items left in the Hall by the Lessee, organization members or function attendees.
11. It is understood that the Lessee shall indemnify and hold the hall harmless from and against all claims or demands with respect to the use of the Hall. The Crystal Creek Recreational Society is not responsible for personal injury or damage or for loss of personal items or equipment of the Lessee or anyone attending on the invitation of the Lessee.
12. RV Power Hook Ups outside are available, they will not run AC to RV units. If you blow the breaker, the box is in the kitchen north of the fridge in the cabinet. 3 Crystal Creek Community Hall

## COMMUNITY HALL RULES OF ETIQUETTE

This Community Hall is owned and operated by the Crystal Creek Recreational Society and has been developed to ensure long term enjoyment for all area residents.

The Hall Rental Policy – Rules and Regulations apply to all individuals.

We ask that you please review this checklist following usage of the Community Hall to ensure all rules and regulations have been complied with. At the termination of the applicant's use, the area should be surrendered in the same condition of cleanliness and repair as it was upon commencement of use.

Floors have been swept and mopped.

Kitchen is clean, tidy and in proper order.

Dishes, pots, coffee pot and appliances are clean and returned to their original location.

All running water has been shut off (including the washrooms).

All garbage and recyclables are picked up and removed from the Community Hall by users.

Tables and chairs (if used) must be cleaned, stacked and returned to their original location.

Decorations have been removed without any mark or damage to the Community Hall.

Bathrooms are clean and in proper order.

All lights are shut off (excluding light in storage room).

All doors have been properly secured. Please leave the door from the storage area to hall open for air flow and to distribute heat evenly.

Heat turned down to 15 degrees.

Please clean everything you used that belongs to the hall including but not limited to fridges, freezers, ovens, microwaves, counters, tables and chairs.