

**CORPORATION OF TAY VALLEY TOWNSHIP  
HALL RENTAL AGREEMENT**

To be returned to 217 Harper Road, R.R. #4, Perth, ON K7H 3C5  
phone 613-267-5353 / fax 613-264-8516 web www.tayvalleytwp.ca

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**APPLICATION**

\_\_\_\_\_ Equipment  
\_\_\_\_\_ specify

\_\_\_\_\_ Maberly Hall  
Capacity (110 )

\_\_\_\_\_ Burgess Hall  
Capacity (48)

Organization: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code \_\_\_\_\_

Phone: \_\_\_\_\_

Type/Purpose of Event \_\_\_\_\_  
\_\_\_\_\_ Licensed \_\_\_\_\_ Non-Alcoholic

Date: \_\_\_\_\_  
(specify if this is a recurring event ie. Every Thursday between Jan 1 and May 1, 2002)

Time: From \_\_\_\_\_ To \_\_\_\_\_ Total Number of Hours \_\_\_\_\_  
(include set up and clean up period(s))

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**AGREEMENT**

We have read the rules and regulations of the Township pertaining to rental permits, and we agree to observe them. Failure to comply with the rules and regulations will result in the forfeiture of the security deposit. We further agree to exercise the utmost care in the use of the facilities and to reimburse the cost of repairing any damage arising from our occupancy.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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**APPROVAL**

Fee Paid \$ \_\_\_\_\_

\$50.00 Security Deposit Received \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Township Representative

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**ARRANGEMENTS FOR OPENING / CLOSING**

In most cases the Township will arrange for the Hall to be opened and closed, by the custodian, at the times booked. In some cases it may be more prudent to make other suitable arrangements for pick-up/delivery of the keys. If other arrangements are made you will be contacted and a note made below as to details.

**Custodians: Maberly Hall – Gwen England (268-2393) Burgess Hall – Jean McShane (267-3751)**

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For Staff Use Only - Calendar updated