



Richmond Masonic Temple Corporation

112 Crosby Avenue, Richmond Hill, Ontario L4C 9N5

General Email & 'Phone: richmondmasonhall@gmail.com, 416-689-2273
Treasurer: Mr. George Brown, georgebrown2@gmail.com

RENTAL AGREEMENT

Renter's Name _____

Organization Name (if any): _____

Address _____

Postal Code: _____ Telephone No. _____

Contact Name _____ Email Address _____

*Herein called the **Lessee** agrees with the Richmond Masonic Temple Corporation (herein called the **Lessor**) to rent the premises known as the Banquet Hall located at 112 Crosby Avenue, Richmond Hill, Ontario for the following date(s) and time(s).*

Date _____ *Time: From* _____ *to* _____

Date _____ *Time: From* _____ *to* _____

Date _____ *Time: From* _____ *to* _____

Total Duration: _____

For the Purpose of: _____

TOTAL RENTAL COST: _____

INITIALS _____

Conditions of Rental

1. A \$500.00 Key and Damage Deposit must be paid when this Rental Agreement is completed. This Deposit is refunded when the key is returned and no property damage has occurred.
2. To reserve this booking, full payment, by cheque, must be received more than seven (7) days prior to the first event or at the time of signing this Agreement, whichever date is earlier.
3. Cheques are not to be post-dated. No refunds will be given when the event is cancelled within 10 business days prior to the date of the event.
4. All people must be out of the building before 12:00 AM.
5. No Confetti is allowed on the premises.
6. The Lessor is not responsible for personal items that are lost, damaged or stolen.
7. The Lessee shall be responsible for any damage occasioned to the premises or any of the equipment contained therein and shall indemnify the Lessor against all claims for loss or injury suffered by the Lessee or any other person(s) on the premises during the time of the rental period.
8. Alcoholic beverages shall not be brought upon the premises without a Provincial Permit and then only Subject to the Restrictions as laid down by the Liquor License Board of Ontario, and it shall become the duty of the Lessee to carry out the requirements of the Provincial Permit in this regard, including but not limited to, the provision of providing a copy of the provincial permit to the Lessor one week before the rental period.
9. The Lessor reserves the right to inspect the rented premises at any time during the rental period and the Lessee will not refuse permission to the Lessor or his agent(s).
10. Rental is for the Banquet Hall only.
11. Lessee agrees to indemnify the Lessor for any damages.
12. When complete, email a copy of this Agreement to the email addresses in the Header of this document.
13. By signing this agreement, the Lessee acknowledges to have read and understood the FIRE SAFETY PLAN for our Hall.
14. ***Make cheques payable to Richmond Masonic Temple Corporation.***

DATED at Richmond Hill this ____ day of _____, 202_

LESSEE SIGNATURE_____

WITNESS SIGNATURE_____