

****CONTRACT****

Stanley Park Lawn Bowling Club (Calgary)

(herein known as SPLBC)

PO Box 8025, Station A, Calgary T2H 0H6

403-532-8006

Facility Rental Agreement

Renter:

Name _____

Address _____

Phone _____ email _____

Contact name _____

Phone _____ email _____

Purpose of event _____

Date Required _____ Time in _____ Time out _____

Participants _____ Please Note: Only **flat soled shoes** may be worn on the green

Facilities Required: Green _____ Kitchen _____ BBQ _____ Bar _____

Green Rental Fee: \$ _____ **Services Fee: \$** _____

A Non-refundable Deposit of \$125 is required at time of booking. This will be applied as a credit to the final invoice. Should the event be cancelled, the deposit will be applied to a future booking.

Please note that fees are due and payable on the day of the event by cash or cheque only

Insurance:

Please be aware that SPLBC Insurance Policies provide no protection for the Renter.

Contract Agreement

I understand and agree that the Renter is responsible for expenses, damages or loss to SPLBC facilities and equipment during the period of rental; and, that the Renter is responsible for the Renter's own insurance coverage. I acknowledge the consumption of alcohol is restricted to the Patio **only**; and, that clean up is the Renter's responsibility.

Date: _____

Renter Signature: _____

SPLBC Signature: _____

Office use only: Rent	Services	Total \$	Chq #
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CLIENT TIPS FOR RUNNING CORPORATE EVENTS

Our club has volunteer workers to assist your events going smoothly and having fun. In order to keep these organized for both your club and the volunteers, these are a few suggestions.

1. Come to the event with your plan for the day and your teams picked. Our usual format for large groups is 4 to a team, each player using 2 bowls. We have 8 lanes which can accommodate 64 players. Other formats can be arranged if necessary.
2. Set a definite time for people to arrive and leave, bearing in mind that cleanup is necessary in that time frame. The defined timetable will be strictly adhered to by our staff.
3. Set a definite time for play to begin ie: after lunch or whatever is planned along those lines, in order for Stanley Park coaches to arrive in a timely manner.
4. If your event runs over the lunch or supper hour, we would expect our volunteers to be included in this.
5. Make sure that all players are aware of the shoe rule. No heeled shoes are allowed on the green.
6. Special events including children must be handled separately. Please discuss the situation thoroughly with your contact prior to confirming booking
7. Advise your teams that all liquor must be consumed within the enclosure but not on the green of Stanley Park.
8. Cancellations. Please notify 24 hours ahead to cancel an event. Your deposit may be carried forward to a future booking. (exceptions to this are weather related).
9. It is in the interest of your company to be advised that we do have minimal first aid equipment on sight and that you need to have someone in charge of medical emergencies.
10. Make sure that you have the proper insurance coverage and also transportation for all those drinking.
11. Be sure to contact the bar manager at least a week prior to your event, to let her know you preferences in drinks. Her name is Angela nlussier@telusplanet.net 403-251-1307