



THE ROYAL CANADIAN LEGION
Victory Branch #317
 311 Oakland Ave. London, Ontario N5W 4J5
 Phone: 519-455-2331
 Fax: 519-455-1285
 Email: victorylegion@gmail.com



Date of Application: _____

APPLICANT: (Please print clearly)

Name: _____

Telephone #: _____

Street: _____

City: _____

Postal Code: _____

E-Mail: _____

Signature: _____

FUNCTION:

Type: _____ # of Guests: _____

Date: _____ Start / End Time: _____

Bar Tender Required: _____ Bar Open Time: _____ Closed Time: _____

FOOD: Banquet: _____ Luncheon: _____ Trays: _____ NO FOOD: _____

FEES: 50% Deposit to be paid at time of booking. The remainder of the Rental Fee and the Damage Deposit are to be paid a minimum of 1 week prior to the event date.

Rental Fee: _____ + HST @13% _____ **TOTAL FEE:** _____

Deposit (50%): _____ Date Rcvd: _____ Cash Chq. Money Ord

Balance owing: _____ Date Rcvd: _____ Cash Chq. Money Ord

A cleanup and damage deposit is required for all weddings, Stag & Does and private parties. The deposit will be returned after inspection of the rented facilities.

Damage Deposit Yes/No (\$100): _____ Date Rcvd: _____

NOTES: _____



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I/we, the undersigned, understand and agree to the terms, conditions and limitations as laid out in this agreement.

All prices are subject to change without notice.

All fees are to be paid by cash, cheque or money order.

The applicant accepts full responsibility for any loss, damage or breakage to the facilities and equipment that may arise from occupancy. Determination of such loss, damage or breakage shall be at the sole discretion of Branch #317. If upon inspection, there is no loss, damage or breakage found, the damage deposit shall be refunded.

Branch #317 shall not be held liable for any personal injury, loss or damage to property by fire, theft, accident or otherwise resulting from occupancy of the facilities before during or after the event..

The number to be served during the time of the event must be confirmed at **least two (2) weeks** in advance of the event date.

All children **MUST** be supervised and kept in the rented hall/room. All guests are the responsibility of the person(s) renting the hall/room.

There is no use of the dart boards or dartboard lights unless arrangements have been made with the Branch manager prior to the event.

The Department of Health Regulations require that **SHOES BE WORN AT ALL TIMES** while in the Branch.

There shall be **NO** gambling permitted unless the customer is in possession of a valid license issued by the Ontario Alcohol and Gaming Commission. The license **MUST** specify exactly what type of game is licensed. The customer shall be responsible for any fines etc. for any illegal gambling.

The L.C.B.O regulations require that food be served at all functions where liquor is served.

Alcoholic beverages are NOT permitted to be brought into the building or on to the premises unless a valid permit is obtained from the L.L.B.O. and is insured by a valid insurance company. Corkage fees of \$8.00 per bottle will be applied. Note that only one liquor licence can be in affect at one time. This includes alcoholic beverages used in raffles and wines used for wedding dinners etc.

No alcohol is allowed outside the front doors of the Legion or in the parking lot. Applicants will receive one warning. On the second offence the bar will be closed and the building vacated by the function guests. There will be no refund given.

Should the applicant order and pay for a special order for the function, i.e.: bottles of wine, and then cancel the function after the special order has been purchased, the monies for the special order will be non-refundable.



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Any person(s) violating any of the Royal Canadian Legion Victory Branch #317, L.L.B.O., L.C.B.O. or A.G.C.O Rules and/or Regulations will be warned only once by an announcement by the Bartender or Duty Officer. Then if there is any further violation the person(s) will be required to leave the premises immediately upon being asked to do so by the Bartender or Duty Officer. If further violations still occur the event may be shut down and the Police may be called by either the Bartender or Duty Officer on duty.

If, for any reason, this agreement should be cancelled by the applicant within 90 days or less of the function date, the deposit is non-refundable. If the function is cancelled with more than 90 days notice all prepaid fees shall be refunded.

The Legion reserves the right to refuse unsafe, dangerous and/or unlawful materials being brought into the Branch, at their discretion.

The use of Confetti, rice, table sprinkles or open flame candles are not allowed on Legion property.

This contract may be revoked and withdrawn by Royal Canadian Legion Victory Branch #317 at anytime for illegal or improper conduct and in the case of branch property being broken or damaged due to other than normal use, the customer shall pay for all damages.

HOURS: The bar will close at 1:00 A.M.
 Music will be stopped at 1:00 A.M.
 The facility will be vacated by no later than 2:00 A.M.

ANY CHANGES TO THIS AGREEMENT MUST BE IN WRITING AND SIGNED AND DATED BY BOTH THE RENTOR AND THE VICTORY BRANCH #317

IF THE ABOVE MEETS WITH YOUR APPROVAL PLEASE SIGN AND DATE THIS CONTRACT AND RETURN WITH THE RENTAL DEPOSIT

Rentee Contact 1

Name: _____

Telephone #: _____

Street: _____

City: _____

Postal Code: _____

E-Mail: _____

Signature: _____

Contract Received by: _____ Date: _____