



Township of Mulmur Application for use of Facilities

Organization _____

Person in charge _____

Address _____

Telephone _____ Email: _____

Purpose of Event _____

Date(s) of event _____ Expected attendance: _____

Start Time _____ Finish Time _____

Fire Safety Plan is located by the fire extinguisher.

The enclosed regulations for the use of the facilities must be followed.

Applicants Signature _____ Date _____

Approved by _____ Date _____

Rental rates for the Township of Mulmur basement are as follows:

Resident: \$15.00/hour + HST to a max of \$60.00/day + HST

Non-Resident/Commercial Use: \$25.00/hour + HST to a max of \$100/day + HST

Insurance: Users are to provide proof of insurance. If they do not have their own insurance, you may join the Townships insurance coverage at an **additional cost**.

Payment is due upon booking the event. The maximum room capacity is 200.

Total rental charges based on the above date(s) and times(s):

Office Use Only			
Rental Charge	\$ _____	_____	Signed contract
Insurance	\$ _____	_____	Invoice
HST	\$ _____	_____	Paid
Total	\$ _____	_____	Key Returned



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1. The Township of Mulmur reserves the right to grant or cancel any permit for the use of its facilities and/or equipment.
2. The applicant is responsible for the conduct and supervision of all persons admitted to the event, and shall ensure that all regulations contained in this permit are strictly obeyed
3. The applicant must pay all damages arising from the use of the facilities and/or equipment.
4. The Township of Mulmur is not responsible for personal injury, damage, or for the theft or loss of clothing or equipment of the applicant or anyone attending the event.
5. Exits must be always kept free from obstruction.
6. Smoking is not allowed in the building.
7. Alcoholic beverages are not allowed in the building unless the necessary permits are obtained.
8. The applicant is responsible for the safety and conduct of the people attending the event. No disorderly conduct is permitted.
9. The Applicant must provide liability insurance coverage sufficient to insure the Applicant and the Township of Mulmur against any actions, claims or proceedings which may arise from the use of the facility on the date(s) identified above, and that the Township of Mulmur, its agents and officials shall in no way be held liable for any damage, injury, accident, or loss resulting from the use of the facility, including sickness or death that occurs as a result of the COVID-19 Pandemic. Insurance can be purchased through the Crewson Insurance, Shelburne

Contact:

Nicky Hoogendoorn-deGroot

Crewson Insurance Brokers

(519) 925-3145 ext. 235 www.crewsoninsurance.com

10. The applicant must leave the facilities neat and tidy, and make sure that all equipment is put away.
11. The maximum room capacity is 200 people.
12. In case of emergency please contact the Director of Public Works at 705-434-7302
13. In accordance with the provincial requirements, the renter is responsible for ensuring that all people meet Covid-19 requirements.

I _____ due hereby
(Person in charge & position in organization)

I acknowledge that I have read and understand the above rules and regulations.

Date _____ Signature _____



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Administration Building Clean up Routine

Please note that the following is required to be done after your event has been completed.

1. All lights and fans must be turned off.
2. All windows and doors must be closed and locked.
3. Floors must be swept when required.
4. All garbage, compost and recycling including the hall, kitchen and bathrooms, must be sorted and placed at the top of the stairwell.
5. If mud or debris has been tracked in please clean after your event is over.
6. Ensure chairs are stacked and tables are folded up and put against the wall.

Please note: If this is not adhered to you will be charged for time required to do the cleaning in addition to your rental charge.

Please keep our facilities clean and in good repair.

Mulmur Township Council.