



## McKenzie Lake Beach Club

16199 McKenzie Lake Way S.E., Calgary, AB T2Z 1L7

### Rental Charges and Deposits

- **\$50 (non-refundable) Deposit** required to secure bookings if 90 days or more in advance of the function date. Full payment due 90 days prior to the function.
- Full payment required if booking within 90 days of the function date.
- The Beach Club is available to rent any day of the week from 9am - 1am.
- **\$40 per hour** - Monday through Thursday (during park hours).
- **\$50 per hour** - Friday Through Sunday (during park hours).
- **\$30.00/hour** - In addition to the rates above for functions that go later than park closing (Security Charge). *\*Park closing varies seasonally.*
- **\$30.00/rental** for the use of the 36" BBQ on the deck (*Seasonal availability*).
- **\$100 per hour Penalty Charge** (minimum ½ hour), plus security charges, applied to members that go beyond the rental time.
- **\$500.00 Daily Rate** - 9:00am to 1:00am (additional security charge of \$30.00/hour after park hours apply).
- **\$500.00 Damage Deposit** for any damage caused or for any penalty charges that may apply as per the agreement.
- **Minimum Rentals: (Sun. - Thurs.) - 2 hours; (Fri. and Sat.) - 4 hours**

<b>Date of Function:</b>	<b>Time Required:</b>
	<b>From:</b> <span style="margin-left: 100px;"><b>To:</b></span>
<b>Members Name:</b>	<b>Membership #:</b>
<b>Address:</b>	<b>Email:</b>
<b>Cell Phone:</b>	<b>Home Phone:</b>
<b>Type of Function:</b>	<b>Number of Guests:</b>

# Beach Club Rental Agreement

Please read the following Agreement carefully before signing.

## Payment Terms & Cancellations

- A \$50.00 (**non-refundable**) deposit is required to reserve the Beach Club if booking more than ninety (90) days in advance. This will be applied to the rental fee. Full amount due if within 90 days.
- The balance of the rental fee must be paid in full ninety (90) days prior to the function date or the reservation may be cancelled by MLRA without further notice.
- If the rental is cancelled sixty (60) days or more in advance of the function date, then 100% of the rental charges (minus the \$50 deposit) will be refunded. You may also change the date at this time.
- If the rental is cancelled between thirty (30) and sixty (60) days in advance, then 50% of the rental charge (minus the \$50 deposit) will be refunded. No date changes permitted at this time.
- No refunds will be issued for functions cancelled within thirty (30) days of the rental date.
- We require a \$500.00 damage deposit (by way of cheque or credit card) at least ninety (90) days prior to the event date. If there are no damages or penalty charges applied, the cheque (or credit card imprint slip) will be destroyed or returned to the member upon request.

## Policies & Procedures

- Only a member whose fees are paid may reserve the Beach Club and **The member must be in attendance at all times.** The Association has the right to shut down the function at any time if the member who signed the agreement has left the property.
- Members may book the facility up to twelve (12) months in advance.
- Block bookings are not permitted.
- **Usage is restricted to the function hall only.** Access to other lake amenities will not be permitted unless a member signs in their guests in accordance with MLRA rules. The stairway at the east end of the deck is an “emergency exit” only and can not be used to enter the park. Violators will be asked to leave the premises.
- The member renting the Beach Club must complete a pre-function and post-function inspection with MLRA security.
- The member renting the Beach Club may arrive a maximum of fifteen (15) minutes prior to the function start time and must complete the pre-function inspection. Guests, event planners, caterers, etc., will not be granted access to the facility until the member arrives.
- The member and their guests must vacate the function hall by the specified rental end time, with clean up and post inspection complete. Failure to leave on time will result in a penalty of \$100 per hour (minimum ½ hour charge) plus security charges if after park closing.
- Members are responsible for the actions of their guests.
- Cooking is not permitted in the building. The warming ovens are to be used for warming of prepared foods only.
- MLRA is a smoke free facility. It is strictly prohibited to smoke in any buildings, the front entrance, the Beach Club deck, or anywhere in the park. This includes E-cigarettes.
- Smoke machines and bouncing gyms are **NOT** permitted in the building, deck or park.
- Confetti, bubbles, candles, sparkles or glitter of any kind is strictly prohibited.
- The patio doors must remain closed and locked after 10:00 PM as per City Noise Bylaw. In case of an emergency, please use the doors posted with emergency exits.
- The member agrees to adhere to the maximum capacity of eighty (80) people. The MLRA has the right to shut down the function if over capacity. No refunds will be issued.
- **Table decorations only.** Do not fasten or tape any decorations to the walls, paintings, ceiling, or lights.
- It is strictly prohibited to use dance wax or any other material on the floors.
- Only use the chairs and tables provided. Do not bring in any other furniture (*Special requests must be made in advance of the function date*).

- Personal barbeques and grills are NOT permitted in the function hall or on the deck. Please use the MLRA barbeque available for rent. *\*Rental fee required\**
- The cost of any emergency services responding to false alarms will be charged back to the member.
- Failure to comply with any of the MLRA policies may result in the loss of the damage deposit.

### Liquor Regulations

- If there is alcohol at the event it is the renter's responsibility to purchase an [AGLC](#) liquor license and post it somewhere visible on site during the function. The Function will be shut down if any alcohol is on site without a proper liquor license.
- Liquor is not permitted on the lower level, the front entry way or the parking lot.
- It is recommended you have a Host Liquor Liability /Party Alcohol Liability insurance.

### Barbeque

- The barbeque on the deck is available to use for a rental fee of \$30.00. The fee must be paid at the office in advance of the function date. If the fee is paid, a Security Officer will unlock the padlock to the main gas valve during the Pre- function walk through. It is the responsibility of the renter(s) to light the barbeque and turn it off when cooking is complete. Barbeque lighting instructions can be found in the drawer in the kitchen and posted beside the barbeque. *The Barbeque is seasonal and may be closed from November through March.*

### Security & Assessments

- An assigned Security officer will perform a walk through with the member who signs the agreement, before and after the function. A further damage assessment will be performed the day after the function by MLRA staff.
- The member(s) who signs the agreement will be responsible for the full extent of any damages to the premises.

### Set up & Clean up

- The renter(s) are responsible for the set up and basic clean up of the function hall.
- Set up and clean up must be completed within the rental time frame. All personal belongings and rental equipment (including any catering items) must be removed from the building by the end of the rental time.
- All tables and chairs are stored in a storage room. For your convenience, there is a transport cart for the round tables and for the chairs. Do not stack more than 8 chairs on the chair cart and do not transport the rectangle tables on the round table cart.
- All Chairs must be put back in the storage room by the end of the function time. Follow chair stacking instructions (found on the storage room door) and place the chairs as per plan. **Failure to comply will result in a \$50.00 penalty charge.**
- Any table used for the function must be wiped down and left out on the floor. Do NOT fold up or put away.
- Garbage and recyclables are to be secured in bags and placed on the deck.
- All MLRA utensils and dishes must be washed, dried and put away where they belong.
- The Beach Club, deck, and front entrance must be left debris free. Please also pick up any garbage in the parking lot that may have resulted from the function.
- Wipe down all counter top surfaces and clean up all spills.
- All personal belongings and rented equipment must be removed from the building by the end of the function.
- If used, the barbeque must be cleaned. Scrape the grill with the brush provided and wipe down the stainless steel counter tops. Wipe up any spills and grease stains.
- **Members will be charged for excess cleanup.**

**Acknowledgement of Agreement**

The members(s) agree to use the facilities in a lawful and careful manner to prevent any nuisance from occurring in or around the premises. The member(s) further agree to leave the facilities in the same condition it was rented.

The Association reserves the right to have a representative inspect the premises anytime during an event. The Association may, through a representative, have removed from the premises any person who has caused damage or nuisance or has failed to comply with these rules.

The Beach Club facility is for the exclusive use of Association members and their guests. The facility can be used for family related activities where such activities are not advertised, no fees charged and there is no intent to market or sell products or services.

The Association reserves the right to cancel this agreement without further notice upon any breach of this agreement. Non-compliance of any of the rules or regulations may result in the immediate cancellation of the function. No refunds will be issued.

The Association has the right to modify the rental agreement prior to any function. If the agreement has been modified between the time the original agreement was signed and the day of the function, the member(s) must sign the new agreement prior to the function date.

The members(s) authorize McKenzie Lake Residents Association to use the damage deposit to cover damages not associated with normal wear and tear. The member(s) understand that this damage deposit in no way limits their liability and accepts responsibility for any damages in excess of the deposit. The damage deposit may also be used to pay for penalty charges, as per the agreement.

The member(s) agree by their signature, acknowledge having read and understand the terms of this agreement, accepts all financial responsibilities to cover additional rental, clean-up, penalties, security and any other costs incurred and grants the right to the Association to collect such costs pursuant to the Encumbrance registered on the member's property title.

\_\_\_\_\_  
**Members Name**

\_\_\_\_\_  
**Members Name**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Signature**

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

**McKenzie Lake Residents Association**  
16199 McKenzie Lake Way S.E., Calgary, AB T2Z 1L7  
Phone: 257-1657 • Fax: 257-2913 • email: office@mlra.ca