

15. Elevator/Lift is for handicap use only. Children must be accompanied by an adult.
16. All activities, including the consumption of alcoholic beverages, shall not be offensive to the community nor in conflict with the laws of the liquor permit.
Lessee is responsible for own liquor permit.
No alcoholic beverages allowed outside the building.
17. Hiring security personnel is the responsibility of the Lessee.
18. **Bar Rules:**
- Bar facilities are available on both floors. Lessee is responsible for bar tending arrangements and bar supplies.
 - The Lessor will supply: bowls for ice, tongs, cleaning supplies to wipe down the tables, and a floor mop and pail for spills.
 - All alcohol must be in accordance with the Occasional Permit issued by the Saskatchewan Liquor Commission and **must be clearly displayed.**
 - For safety, bottled beverages must be served in plastic cups.
19. **At the end of the event, the Lessee is responsible for:**
- Removing cups & garbage from the tables.
 - Removing all empty, partial and/or full cases of alcohol from the facility.
 - Removing all decorations.
 - Wipe down the tables and putt tables and chairs on carts.
 - Bagging all garbage and placing bags in red dumpster in the alley.
 - Bagging cleaned recyclable material (paper, plastics) and placing bags in blue dumpster in the alley.
20. **Projector and Sound System.**

UNDER CONSTRUCTION

**Information & Regulations
Governing the Rental
of the
Ukrainian Orthodox Auditorium
919 - 20th Street West
Saskatoon, Saskatchewan**

Facilities Available:

**Upper Hall with Stage (250 Capacity)
Lower Hall (Banquet) (250 Capacity)
Air Conditioning**

**To book call:
Gord: (306) 227-1993**

**Email: uocadmin@sasktel.net
Website: orthodoxsaskatoon.org**

Facility Custodian: Luidmyla (306) 281-8103

**Please call Gord when you are ready to discuss your
finalized arrangements, sign the contract and make payment.**

RENTAL FEE SCHEDULE

Upper Level: \$500/day Lower Level: \$500/day Both Levels: \$1000.00
Concerts, Birthdays, Anniversaries, Baptisms, Meetings: \$75.00 per hour
Hall for Funerals: \$200.00 (Prayer Luncheon and Memorial Dinner)

RENTAL REGULATIONS

The Ukrainian Orthodox Auditorium Facility is available for rental purposes.

LESSOR: hereafter will refer to the Ukrainian Orthodox Auditorium.

LESSEE: hereafter will refer to the rental applicant.

Consideration of applications for approval will be in order of dated applications.

The Lessor reserves the right to grant preferences to its own members.

01. The Lessee, personally, or on behalf of the organization undertakes to pay the required rental fee and abide by the regulations outlined herein. The Lessee assumes full responsibility for any negligent behavior or damages to the property for the event.
02. A \$100.00 deposit, plus a \$750.00 damage deposit will be charged at the time of booking to hold your rental date. **The rental must be paid in full 5 days prior to the function.** Payment will be accepted at the office in cash or by cheque.
03. If application is cancelled, lessee will forfeit the deposit. If cancellation occurs 5 days or fewer prior to the date of the function, the Lessee will forfeit the full rental fee.
04. The Damage deposit, or portion thereof, will be returned within 30 days after the function. The Lessee & Lessor will do a walk through the facility prior to, and after the event to ensure no damage has been done.
05. Access to the facility is gained by contacting the custodian. This person is available from 9:00 a.m. – 5:00 p.m. for making arrangements.
06. Secure storage facilities are not provided. If the Lessee brings items in for storage, the Lessor is NOT responsible for loss or damage.
07. Heating, air conditioning, ceiling fans and other controls are regulated by the Lessor only, and upon request of the events coordinator.

08. One day prior to event, the Lessee can come in to set up and/or decorate for up to 5 consecutive hours between 1:00 p.m. and 9:00 p.m., if the facility is not previously booked. There is no charge for set up on the same day. If the lessee wishes to book the prior set up time in advance, there will be a cost of \$75.00/hr. Arrange this time with Gord.

Decorations are permitted in accordance with fire regulations. Only masking tape and/or sticky tack is allowed on walls. (Please be advised that decorations must not be offensive to our community)

The following are not allowed:

- Table sprinkles/confetti/rice
- Free floating balloons
- Dance wax on the floor

09. **USE OF THE KITCHEN: Caterer of your choice**

- Access to the counter tops, water, coffee and tea urns, refrigerator - \$50.00
- Access to stoves, ovens or microwave for reheating - \$150.00
- Access to full kitchen for cooking meals - \$250.00

Clean Up: Checklist will be provided.

- Clean counter tops, urns used, stovetop, ovens and refrigerator.
- Kitchen must be left in clean condition or damage deposit will be withheld.
- Remove all food and garbage. Deposit garbage in tied bags and place into outside red dumpster in the alley.

DISHWASHERS ARE NOT AVAILABLE

10. **Hall must be vacated by 2:00 a.m.** Any extension past this time, Lessee will be charged at a rate of \$75.00 per hour, or any portion thereof.
11. There is limited parking: two vacant lots at the back of the Auditorium and street parking only. **Vehicle and contents left at owners risk.**
12. The Lessor reserves the right to request references, to review each application on its own merit and to refuse any application.
14. Before the rental period, Lessee will provide proof of event insurance with a minimum liability of \$2,000,000.