



A note regarding facility advertising:

Please note that on September 15, 2020, the Village Commission dedicated the name of the Village's community centre and fire station building as 'H. Douglas Boyce Village Hall'. In making the decision, the Commission reflected on the late Mr. Boyce's many significant contributions to the establishment and operation of local government, the fire brigade, and other community organizations, and the impacts of those efforts on building a strong and vibrant community as a whole, both during his working career and long after. The Village Commission is proud to adopt this fitting recognition in honour of an exceptionally dedicated and impactful resident. For more information, read the resolution online here: www.bit.ly/2RCrT2e

When advertising, please note that your event is taking place at:

H. Douglas Boyce Village Hall

69 Pictou Road, Bible Hill

We appreciate your support in the renaming of our building and look forward to holding your event.



Village of Bible Hill Facility Rental Agreement Form

Please complete and return this agreement to:

Village of Bible Hill
67 Pictou Road, Bible Hill, NS B2N 2R9
Phone: 902-893-8083 Email: admin@biblehill.ca

Name of Renter (Individual or Organization)			
Contact Person		Name/Purpose of Event	
Address			Postal Code
Phone #		Email address	
Date of Event (if multiple dates, attach schedule)		Time of Event (start & end time)	Expected Attendance
Facilities Requested			
BIBLE HILL VILLAGE HALL			COST
Village Hall (\$25/hr min. 3 hr) Kitchen (see terms) Bar (see terms)	Audio system Microphone(s) ____ Projector system	Podium Tables/chairs (setup & takedown)	
BIBLE HILL RECREATION PARK AIRPORT FIELD PARK			
Baseball diamonds (\$10 each at 2.5 hrs)		Baseball diamonds (\$10 each at 2.5 hrs)	
1 2 3	Multi-purpose field	4 5 6	
Number of games:		Number of games:	
Other requests:			
Storage and washroom key sign out		Storage and washroom key sign out	
Field prep & lines (\$10 per field)		Field prep & lines (\$10 per field)	
Liner unit and chalk usage		Liner unit and chalk usage	
Tournament (field prep, lines, bases-\$60/day)		Tournament (field prep, lines, bases-\$60/day)	
Setup/Other Comments:			TOTAL COST
			Village Hall maximum fee \$250/day Minimum \$50 deposit
FOR OFFICE USE ONLY	Deposit amount / date		Remainder
	Cash or cheque #		Date paid
	Receipt #		Cash or cheque #
	Comments		Receipt #
	Copy provided to renter Rental agreement Bar Service Policy		Copy of bar license received from renter
	Staff signature		Staff signature

Terms & Conditions (H. Douglas Boyce Village Hall):

- 1. General:** The renter shall be responsible for their participants and guests and must enforce the terms and conditions to all. The renter shall be responsible for intentional damages of the facility and/or equipment (i.e. audio system, projector, kitchen) during the rental period and shall pay for necessary repairs. The H. Douglas Boyce Village Hall facility exists next to an active fire station. The renter shall ensure that participants and guests do not park in such a way that impedes access to or movement of fire apparatus to and from the property. Payment of a non-refundable deposit is required to book rental space. Full payment of rental is required prior to date of event. H. Douglas Boyce Village Hall capacity is limited to 160 persons for un-licensed events and 150 persons for licensed events.
- 2. Kitchen:** If the event includes the serving of food to the general public, the renter shall ensure that:
 - a. Food is prepared in the facility is under the direct supervision of at least one individual in possession of a valid food hygiene certificate approved by the Province of Nova Scotia; or
 - b. Food is prepared by an approved kitchen (i.e. caterer in possession of a valid food hygiene certificate approved by the Province of Nova Scotia, restaurant, grocery store).
- 3. Bar:** If the event includes the serving of alcohol, the renter must complete a Nova Scotia Liquor License application and provide a copy of the approved license to the Village of Bible Hill before the event. The provision of alcohol is restricted by the terms of the 'Bar Service Policy', with no exceptions. Application forms and the policy are available from the Village office.
- 4. Clean-up:** Table and chair setup at H. Douglas Boyce Village Hall is the responsibility of the renter to be conducted during the rental period, unless arranged in advance for Village staff to setup. Basic cleanup of materials brought into the rental facility is the responsibility of the renter. If extra time is required for setup or cleanup, this time must be booked by the renter in advance. If the space is not reasonably tidied to the state in which the space was at the beginning of the rental, the renter will be subject to a \$50 cleaning charge.
- 5. Insurance:** Renters are strongly encouraged to carry their own liability insurance at a level sufficient to cover potential risks associated with the event.
- 6. Other:** Large or potentially dangerous items such as inflatables and trampolines, fireworks, open fires, or charcoal barbecues are not permitted without the written permission of the Village. Use of combustibles including but not limited to tobacco, cannabis and e-cigarettes is restricted by the Nova Scotia Smoke-free Places Act. A copy of the Act is available from the Village office. Signage and/or decorations in the H. Douglas Boyce Village Hall shall not be placed at a height exceeding ten feet and confetti is not permitted. Signage is otherwise not permitted to be erected at a Village facility without the written permission of the Village. Renters must not use power bars in a way that would reasonably be expected to overload electrical outlets. Tables and chairs used must remain in H. Douglas Boyce Village Hall.
- 7. Waiver:** The renter shall defend, indemnify and save harmless Village of Bible Hill, its elected officials, officers, employees and agents from and against any and all claims of any nature, actions, causes of action, losses, expenses, fines, costs (including legal costs), interest or damages of every nature and kind whatsoever, including but not limited to bodily injury, sickness, disease or death or to damage to or destruction of tangible property including loss of revenue or incurred expense resulting from disruption of service, arising out of or allegedly attributable to the negligence, acts, errors, omissions, misfeasance, nonfeasance, fraud or willful misconduct of the renter, its directors, officers, employees, volunteers, agents, contractors and subcontractors, or any of them, in connection with or in any way related to the delivery or performance of this rental agreement contract. This indemnity shall be in addition to and not in lieu of any insurance to be provided by the renter in accordance with this contract and shall survive this contract.
- 8. Cancellations:** In the event of cancellation by the renter, no rental fees will be refunded if cancelled within 7 days of the rental. Village of Bible Hill reserves the right to cancel a rental agreement due to emergency or federal, provincial, or municipal public necessity (such as the need for election polling if an election is called or emergency meeting space). In the event Village of Bible Hill must cancel a rental, all fees paid towards the rental will be refunded, including deposit, or the rental may be re-scheduled where possible, at the renter's discretion.



- 9. COVID-19 Waiver:** By signing below, I/we agree to adhere to all COVID-19 safety procedures, guidelines, rules and regulations in effect by the Province of Nova Scotia. It remains the responsibility of the renter to keep up to date with any amendments issued by the Province of Nova Scotia, and to ensure all participants and attendees properly, sanitize, social distance and ensure gatherings are limited to the allowed number of individuals required during the rental. I/we further agree that Village of Bible Hill is not hosting this/these event(s); the renter is the official host and therefore accepts all responsibilities therein. Village of Bible Hill shall not be responsible for any persons who do not comply to COVID-19 restrictions. Village of Bible Hill shall not be held responsible for the safety or actions of the renter or guests during rentals as it relates to COVID-19.

A \$50 (fifty dollar) non-refundable deposit is required to confirm the booking. During the State of Emergency, the rental fee is to be paid by the date of event, in lieu of the typical two weeks.

I, _____ (renter or agent with authority to bind the renter) have

read, understand, and agree to all terms of this facility rental agreement between the renter and

Village of Bible Hill:

Signed (renter)

Signed (Village of Bible Hill)

Date

Date