



**Ukrainian Community
Society of Ivan Franko**
5311 Francis Road
Richmond, BC V7C 1K2
www.ivanfranko.ca

(Rental Event)

Terms and Conditions

Email: info@ivanfranko.ca Phone: (604)274-4119

ALL GROUPS ARE SUBJECT TO THE FOLLOWING TERMS & CONDITIONS

CAPACITY: The maximum number of people permitted in the Hall is 180 with chairs in a Theatre style set up or 170 with chairs and tables set up.

FEE: \$80.00 per hour (plus applicable taxes)
Fee includes set up of tables and chairs and an attendant on duty.

The \$250 damage deposit is due at time of booking. Cheques are made payable to 'U.C.S. of Ivan Franko'.

A \$50.00 fee will be charged for any NSF cheques.

Rentals must be for a minimum of four hours.

Smoking is not permitted inside our building and smokers are asked to use the ashtrays provided outside the entrance.

**** The kitchen is NOT available ****

****We have a recycling program and we DO NOT allow Styrofoam on the premises. If you use Styrofoam you must take it home with you. ****

****We do not provide garbage bags, please bring x-large bags for your garbage.****

TO CANCEL: No refund will be issued if less than 14 days notice is given. If more than 14 days notice is given a refund of 75% of the total rental fee will be returned to the renter upon receipt of written notice of the cancellation.

The Ukrainian Community Society reserves the right to cancel your booking within 30 days of receipt of the deposit.



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LIQUOR LICENCE:

The “applicant” shall not permit liquor, beer, or any other alcoholic beverages on or in the premises except with a valid permit under the BC Liquor Control and Licensing Act. The “applicant” must comply with the BC Liquor Control and Licensing Regulations. The permit must be displayed in a prominent place. Failure to provide this permit will result in immediate cancellation of your event, with no refund given.

END TIMES:

- Friday and Saturday rentals must be finished and ready to leave by 1:00am.
- Sunday rentals must finished and be ready to leave by 11:00pm.

CLEAN UP:

- Chairs stacked – 8 high – *Do not drag on floor*
- Tables taken down and stored.

The renter must have the hall cleaned and vacated by the end time of their contract.

UNAUTHORIZED USE:

The ‘Applicant’ shall not permit any persons, groups or organizations not named in their contract to use or occupy the premises without the Ukrainian Community Society’s written consent.

DECORATIONS:

Only masking tape to be used on the walls: all decorations must be approved by the Manager.

NO confetti, rice, glitter, petals etc. is permitted in the hall or on the grounds.

TICKET SALES:

Ticket sales at the door during an event is strictly prohibited by the law (Liquor Act)

REMINDER:

PLEASE BRING SARAN WRAP, FOIL AND CONTAINERS TO TAKE LEFTOVER FOOD HOME.