

Limehouse Memorial Hall
12389 5th Line, Limehouse, ON L0P 1H0



To all renters of Limehouse Memorial Hall:

After rental confirmation of Limehouse Memorial Hall you will be required to:

1. **Sign a Facility Usage Agreement** which includes a statement acknowledging that you will not hold the Landlord liable for any injuries, death or damage to persons or property during the rental period.
Provide Proof of Liability Insurance: extending liability coverage for the rental period and indicating a limit of liability of not less than \$2 million per occurrence bodily injury and property damage.
Limehouse Memorial Hall must be listed as additional insured.
This may be obtained from your homeowner's insurance company. Ask for written proof that states that your event is covered under your policy with an endorsement naming Limehouse Memorial Hall (12389 Fifth Line, Limehouse, ON L0P 1H0) as additional insured,
OR if you are a business, contact your commercial insurance broker and request a Certificate of Liability Insurance with an endorsement naming Limehouse Memorial Hall (12389 Fifth Line, Limehouse, ON L0P 1H0) as additional insured.
Alternately, contact, Duuo Insurance <https://duuo.ca/event-insurance/> or P.A.L. Insurance Brokers Canada Ltd., www.palcanada.com 1-800-265-8098
If you choose to use Duuo Insurance, **search the hall by address** (12389 Fifth Line, Limehouse), then click on the venue name, Limehouse Memorial Hall with the Duuo Partner tag on the right side, for discounted pricing.
2. **If alcohol is served**, provide a Special Occasion Permit available online at: <https://www.agco.ca/alcohol/special-occasion-permits-private-event>
During the event, the Special Occasion Permit must be posted on the fridge in the kitchen.
3. Supply confirmation that you will have a cell phone on site during your rental period.
4. **Provide a deposit** of \$100 as requested. Deposit reimbursed if post rental inspection reveals no damages.
5. **Cancellation:** Should the renter wish to cancel the booking, the rental deposit will not be refunded.
6. **Payment:** E-transfer to limehouseMH@gmail.com preferred. Cash or cheque also accepted.

Use of Facilities:

- Top 2 breakers on panel (1 left top red & 1 right top blue) turn on the water heater and pump.
- If stove is used, exhaust fan switch must be turned on at panel (top black switch).
- Smoking and vaping are not permitted in Limehouse Memorial Hall. Cannabis use is not permitted on LMH property.
- No candles permitted.
- No scotch tape, masking tape, nails, screws or push pins used on the walls. Painters tape only.
- Light switches for main hall lights are located in the front vestibule.

Prior to leaving the premises:

- Ensure the rented space is left clean and tidy, floors swept and rug vacuumed.
- When stacking tables on carts, stack face to face to avoid damage.
- Remove leftover food from the fridge and kitchen.
- Garbage, compost and recycling must be removed and liner bags replaced.
- Turn thermostat down to 55' F.
- Unplug all small appliances.
- Turn off water heater and pump switch at panel (and stove exhaust fan switch, if stove was used)
- Keep kitchen cupboard door under sink open during freezing season to avoid frozen water pipes.
- All lights are turned off, including outdoor light, and windows and doors and closed and locked, prior to leaving the premises.
- Put the hall key in the slot in the mailbox outside the back door.

Room Size: The main room in the hall is approximately 26' x 25' in size.

Capacity:

Standing: 157

Non-Fixed Seats: 84

Non-Fixed Seats with Tables: 66

Non-Fixed Seats and Tables (alcohol served): 57

Fee Schedule:

Mornings (7 am– 12 noon): \$125

Afternoons (12 noon – 6 pm): \$125

Evenings (6 pm – 12 midnight): Sunday – Thursday: \$125, Friday or Saturday: \$250

Website: <https://limehousemh.wixsite.com/hall> **Rental Contact:** Irene Westerveld 905-703-0268 limehouseMH@gmail.com