

BRENTWOOD COMMUNITY BANQUET HALL RENTALS

(for meetings see Meeting Room Rentals)

Capacity: 130 people

Rental Rates:

Full-Day Rentals: \$425.00 plus GST

Half Day Rentals available for functions ending at or before 4:00 pm

Half Day Rental Tier 1: set-ups of up to 8 tables \$225.00

Half Day Rental Tier 2: set-ups of more than 8 tables \$350.00

Dishes & Cutlery Rental: \$75.00 plus GST

Wine Glasses Rental: \$18 plus GST per 2 dozen glasses; will only rent in quantities of 2 dozen; Breakage Fee: \$5.00 plus GST per glass

Damage/Booking Deposit: \$550.00; \$50 non-refundable if event is booked then cancelled

Tables Available: 5 ft round tables (seat 8 people), 8 ft rectangular tables (seat 8 to 10 people); our staff set-up and take-down tables and put away chairs

Supplies Available (included in rental rate):

- 6 burner/2 oven natural gas stove (reheating only); no cooking allowed
- 100 cup coffee urn, kettle, 2 teapots
- microwave oven
- large commercial fridge

If Dishes are rented, the following items are included: cream & sugar sets, salt & pepper shakers, cups and saucers, water glasses, dinner plates, bowls, bread & butter plates, knives, forks, spoons

Dishwashing: Dishes are to be well rinsed and left to soak in large kitchen sink; Brentwood staff will wash the dishes in the dishwasher after your function. Dishwasher is not available for general use. Coffee urn and teapots are to be left clean.

Glassware: rinse

Decorating: NO CANDLES allowed. No nails, tacks or tape on the walls.

You must have a liquor permit if serving alcohol.

** You must provide us with proof of liability insurance coverage for your event; community association insurance does not extend coverage to third party facility renters. Insurance is available for purchase at PAL Canada www.palcanada.com*

No live bands.

All payments via cash or cheque only

Rental Inquiries: call 403-284-3477 or email brntwdca@telus.net