

Greenfield Community Hall Rental Information

We have three rooms that can be rented within the Greenfield Community Hall.

	Non- Members of GCL		Members of GCL		Days of the week
		Maximum Daily Fee			
1. Main Hall – Rental of the Main Hall includes use of the main hall area, as well as tables and chairs, the kitchen, stereo and microphone and BBQ. There is a refrigerator, refrigerated room, freezer, microwave and gas stove/oven for use in the kitchen. Doors on the south side of the main hall open onto a patio which is next to a playground and spray park. Capacity 110 people. Possible uses are: Birthday Parties, Wedding Receptions, Sit Down Meals, Dances, Band Parties, Bridal/Baby Showers, Political Events.	\$35/hr	\$275	\$225	\$28/hr	Mon - Thurs
	\$45/hr	\$350	\$275	\$38/hr	Fri. and Sat.
	\$40/hr	\$300	\$225	\$33/hr	Sunday

	Non- Members of GCL		Members of GCL		Days of the week
		Maximum Daily Fee			
<p>2. Library – The library is a carpeted room. It has children’s tables and chairs in it, that can be moved or used. It also has a sink and counter. The library has a door attaching it to the hall, that can be opened so it can be used as an extension of the main hall or an independent room. It has an entrance independent of the main hall as well. Possible Uses: Children’s Birthday Parties, An extra room for Children when the main hall is rented, scrapbooking events, Personal Development Workshops.</p>	\$18/hr	\$70	\$50	\$15/hr	Mon - Thurs
	\$23/hr	\$90	\$70	\$20/hr	Fri. and Sat.
	\$20/hr	\$80	\$60	\$17/hr	Sunday

	Non- Members of GCL		Members of GCL		Days of the week
		Maximum Daily Fee			
3. Meeting Room – This is a small room at the back of the hall, great for meetings with less than 18 people. Located across from the kitchen it also functions well as a buffet table room for large events. Private attached bathroom. Possible Uses: Meetings, Buffet or break out room when main hall is rented as well.	\$13/hr	\$50	\$30	\$8/hr	Mon - Thurs
	\$18/hr	\$70	\$50	\$13/hr	Fri. and Sat.
	\$15/hr	\$60	\$40	\$10/hr	Sunday

Notes: Seniors Groups renting on a weekly or monthly basis will receive a 25% discount on the hourly rental rates. Week-long programs running in the summer months will receive a discounted rental rate.

Other Fees:

Damage Deposit: In addition to the rental fees, there is a \$450 damage deposit for use of the Main Hall, and \$100 damage deposit for use of the library and meeting room. The damage deposit cheques are cashed prior to the rental and the monies are returned as soon as possible after the rental, if there is no damage.

Liquor License: If you plan to serve or sell alcohol at your event, you will be required to purchase a liquor license. See <http://www.aglc.gov.ab.ca/licences/specialevents.asp> for information.

Insurance: When holding an event in our Main Hall you will be required to obtain Short Term Hall Rental Insurance. Check your home owners insurance policy as you may already be covered, or call your insurance company for prices. We have information on a company that is recommended by the EFCL that has very competitive prices.

Details:

Deposit : All hall rental dates may be reserved with a \$50.00 non-refundable deposit.

Exit Times: Friday and Saturday exit time is 1:30 AM, All other days exit time is 10:30 PM

Cleaning Fees: If you choose NOT to clean the hall according to the Renter Responsibilities posted on the Greenfield Community League Website, or you request that cleaning after your event be provided by the community league, you will be charged \$40 for the first hour of cleaning. Additional hours are charged at \$30/hour. When cleaning staff has to put away tables and chairs the first hour fee is \$45.

Keys: Keys will be provided up to three hours prior to a rental, either at the hall or by pick up from a community member's mail box. A walk through of the building will be done after the event (if a late night rental, the next morning) where damage will be assessed and keys will be collected.

Find more information at www.greenfieldcommunityleague.com under the hall rentals section of the website.

Contact Karrie Adolf at gclhallbookings@gmail.com or 780-288-9947 for further information, to arrange a tour or book your event.