

Hall Rental Fees

The Legion wants the hall to be used for public and private events. Small rental fees have been set to cover expenses associated with building use, including utilities, cleaning, time involved for coordination of rentals, opening the building, etc.

	Members	Non-Members
Booking Deposit – required of all groups (Will be applied to rental/catering costs)	\$25.00	\$100.00
Damage/Security Deposit – required of all groups (Check will be held and returned once hall is inspected and no damages have occurred)	\$100.00	\$100.00
Set Up/Cleanup Fee	\$30.00	\$30.00
Rental Fees:		
1. Meetings of 501c non-profit organizations- Copy of Determination Letter must be presented at time of application	No Charge	No Charge
2. Civic groups or benefits	Set Up/Cleanup fee only	Set Up/Cleanup fee only
2. Private events such as family gatherings, class reunions, parties, receptions, etc. Under 50 people Over 50 people Over 100 people	\$50.00 \$75.00 \$100.00	\$100.00 \$150.00 \$250.00
3. Educational events, classes, workshops: Under 50 people Over 50 people	\$25 \$50	\$50 \$100
4. Catering The above rental fees will be waived if the Legion does cater for the event. Minimum Catering cost to be met are: Under 50 people Over 50 people Over 100 people	\$150.00 \$200.00 \$300.00	\$200.00 \$300.00 \$400.00
5. Use of Back Hall Bar with Additional Bartender	\$15.00 per hr.	\$15.00 per hr.
6. Staff on site for setup outside of normal hours	\$15.00 per hr.	\$15.00 per hr.
7. Surcharge for payments by credit cards	3% fee	3% fee
Additional fees/charges may apply. Costs will be determined when event is confirmed with Legion Event Coordinator. Examples of additional fees could be linens, sound system, additional garbage removal costs etc.		