

FAX COVER SHEET

To: ~~605 415~~ Municipality of Temagami

From: Tina Malbreat Fax: 705 569-2834

Date: Nov 28/2024

Re: In kind donation request.

Number of Pages including Cover: 7

RECEIVED

NOV 28 2024

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To Whom it May Concern

We, the Sisters by Choice, are a non profit social group of women from Marten River and Temagami area.

We gather weekly from the fall to spring for social activities such as card playing, bingo, craft making, book club etc.

A "Clean out your Closet" event is held once a year to raise funds for local charities such as the Temagami food bank.

We provide support to local children by donating Halloween goody bags and support for those who are in need.

We are requesting a donation in kind for the use of the Marten River Fire Hall for these activities.

We look forward to hearing from you.

Regards


Tina Malbrecht

Administrator for Sisters by Choice

MARTEN RIVER FIRE HALL RENTAL AGREEMENT

THIS AGREEMENT made in duplicate this 28 day of November, 2024

BETWEEN:

THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI
(hereinafter called "the Municipality")

AND

Sister's by Choice

(hereinafter called the "Applicant")

The applicant agrees to rent the meeting room [the portion] of the premises owned by the Municipality at 2877 Highway 11 N. (Marten River Fire Hall), Temagami, Ontario on the _____ day of 2024/2025 Fall to Spring for the purpose of social gathering for local women; and for no other purpose.

AND WHEREAS it is necessary to establish certain guidelines and rules for the purpose of the rental of the aforesaid premises;

NOW THEREFORE THIS AGREEMENT WITNESSES that in consideration of the mutual terms and covenants hereinafter contained, the parties hereby agree as follows:

1. The Municipality agrees to rent to the Applicant, the premises as stated above from _____ on the _____ day of month of November 2024 until _____ on the _____ day of month of May 2025.
2. Full payment must be made at the time of booking. If the Applicant cancels the booking after completing this agreement, a minimum of \$20.00 will be retained by the Municipality for administrative costs.
3. A deposit of \$100.00 will be deposited with the Municipality to cover damages to the building or property within the building if not renting the kitchen, or a deposit of \$150.00 if renting the kitchen.
4. The Applicant hereby undertakes and agrees to comply with all necessary requirements under the Municipal Alcohol Policy and the Liquor License Act, all amendments thereto and all regulations thereunder.

5. The Applicant is responsible for obtaining his/her own Special Occasion Permit, and to provide a copy to the Municipality.
6. Intoxicating beverages shall not be permitted in the hall at any time, except under LCBO regulations.
7. The parties acknowledge and agree that agents and employees of the Municipality shall have access to the premises during the function for the purpose of inspection and ensuring that all regulations hereunder are complied with.
8. The Applicant agrees that the premises have been inspected and hereby accepts the premises as being in proper condition, and hereby undertakes to indemnify and save harmless the Municipality from any and all claims for damage whatsoever arising out of the Applicants use of the premises during the function. The Applicant shall be responsible for set up and clean up and the building shall be left in the same condition as received.
9. The Applicant is required by the Municipality to obtain his/her own liability insurance covering the activities of the Applicant while using the facilities rented from the Municipality. Party Alcohol Liability Insurance must include clauses to add the corporation of the Municipality of Temagami as an "Additional named insured". The Applicant may purchase insurance coverage through the Municipality's insurer. If a quote is required, the Applicant is responsible to ensure that the forms are submitted to the Municipal Treasurer for a price quote ten (10) days prior to the event. For all special occasion events where alcohol will be served, the Applicant must fill out and meet the requirement of the facilities rental checklist for such events.
10. The hall shall be vacated by the time stated in section #1 above on the date of the event. All personal items must be removed by that time (i.e. liquor, empty bottles, food, etc...), except by special permission granted by the Municipality.
11. The Applicant hereby acknowledges receipt of a copy of the this contract and of the Municipal Facilities Rental Policy and agrees to abide by all the conditions contained therein.
12. The Damage Deposit form, Facility Rental Checklist/Questionnaire and, where necessary, the Agreement Form for Special Occasion Permit Holder, shall be completed by the Applicant and shall form part of this agreement.

In WITNESS thereof, the parties have executed this agreement on the herein set forth:

Nov. 28/24.
DATE

Ane Szigonel
WITNESS

Cathanna Malbrecht
391 Marten Lk Road
Marten River, On 519-868-1173
Applicants Name, Address and Phone Number



THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI

DAMAGE DEPOSIT

Deposit Amount _____
 Less Damages _____
 TOTAL REBATE _____

AUTHORIZED SIGNATURE _____

MUNICIPALITY OF TEMAGAMI FACILITY RENTAL CHECK LIST / QUESTIONNAIRE

Date and Time of Event: November 2024 to May 2025 wtkly ^{meeting}
 Type of Event: social gathering for local women
 Legal Name of Individual or Organization: Sisters by Choice
 Operating Name of User (if different): _____
 Contact Name: Catharina Malbrecht
 Address: 391 Marten Lake Road, Marten River Ont P0T1 T10
 Telephone: 519-868-1173
 Rental Rate: _____ Location: _____
 Expected Attendance: 10-20 Keys Required? [] Yes No
 Will alcoholic beverages be available and/or sold? [] Yes No *If yes complete below*
 Liquor License / Special Occasion Permit No.*: n/a *copy must be provided
 Permit Holder's Name: n/a
 Are minors to be admitted? [] Yes No
 Will non-alcoholic beverages be available? Yes [] No
 Transportation Strategies: [] Designated Driver [] Van or Bus [] Other: _____
 Insurance Policy #* : _____ OR [] Through Municipality
 Special Considerations: _____
 Have you received a copy of the Municipal Facilities Rental Policy? Yes No []
 Do you understand this Policy? Yes No []

Print Name
Tina Malbraecht

Signature
Tina Malbraecht

Date
Nov 28/24

APPENDIX "A"

AGREEMENT FORM FOR SPECIAL OCCASION PERMIT HOLDER

1. I have received and reviewed a copy of the Municipality of Temagami's Guidelines for Special Occasion Permit Holders (Municipal Alcohol Policy).
2. I understand that I must adhere to the conditions of the Alcohol Policy and the Liquor License Act of Ontario.
3. I understand that if I or other individuals at the event fail to adhere to the Alcohol Policy, the Municipality of Temagami Staff will take the appropriate action. This action may include eviction, revoking of the Special Occasion Permit, and the notification of local authorities.
4. I understand I can be held liable for injuries and damages arising from failure to adhere to the Liquor License Act of Ontario.

Name

n/a

Date

Nov 28/24

ANNEX A

SECTION A – ORGANIZATION'S INFORMATION

Name of organization: *Sisters by Choice*
Mailing Address: *391 Marten Lk Road, Marten River Poth 170*
Telephone number: *519 868-1173*
Fax or Email: *nortin@malbrecht@gmail.com*
Contact Person Name: *Tina Malbrecht*
Contact Telephone Number: *519 868 1173* Email: *nortin@malbrecht@gmail.com*

SECTION B – APPLICATION SUMMARY

Is your request for: 1 activity / Event *weekly activities*

Note that only one donation will be given per application / organization per year.

Amount Requested: \$

Name of activity or list of activities: *social gathering, fundraising*

Description of activity / activities' summary: *card playing, bingo, social, craft making*

Start date / End date of activity / List of dates: *Nov 2024 - May 2025*

Location of activity / activities: *Marten River Fire Hall*

Is admission free? Yes / No, the admission fee is: \$

Describe how the Municipality will be recognized during your event(s):

will be recognized through advertising of any fundraising events.

If the amount given to the organization is more than \$500.00, they are required to submit a report of how the money was spent.

If applicable, the organization consents to sending a report to The Municipality of Temagami Council:

Yes / No,

Catherine Malbrecht
Signature of applicant

Nov 28/24
Date