



## LAKE HOUSE RENTAL REQUEST

Email Completed Request to: - [info@lahp.ca](mailto:info@lahp.ca)

**This is a request ONLY**

Rentals will be confirmed upon receipt of all forms, security & cleaning deposit, and rental fee.

RENTAL RATES	
Hourly Rental	\$50.00/ Hr +GST
Daily Rental	\$400.00/ Day +GST

APPLICANT NAME:	
ADDRESS:	
CITY/TOWN:	TYPE OF FUNCTION:
POSTAL CODE:	DATE OF FUNCTION:
HOME PHONE:	FUNCTION START TIME:
CELL PHONE:	Will alcohol be served? YES - <input type="checkbox"/> / NO - <input type="checkbox"/>
EMAIL ADDRESS:	NOTE: If YES the following MUST be submitted – <i>Party Alcohol Insurance</i> : <a href="https://www.palcanada.com/en/party-alcohol-liability">https://www.palcanada.com/en/party-alcohol-liability</a>
SPECIAL REQUIREMENTS:	
<p><i>IMPT Please Note:</i>  <span style="color: red;">The gates lock automatically at 12:00am, and no key can unlock it. Thus, we ask that you have cleaned up and finished your event before 11:30pm</span></p>	

*Special Event Liability Insurance from a third-party insurance provider, is required for all rentals. AGLC Permit, Special Event & Alcohol Liability Insurance to be submitted 10 days prior to the function.*

- *PAL (Party Alcohol Liability) Canada:* Special Event Insurance: <https://www.palcanada.com/en/special-events-liability>  
(for events with or without liquor)
- *Party Alcohol Insurance:* <https://www.palcanada.com/en/party-alcohol-liability>  
(for events with alcohol service)

***Cancellation Policy:*** Notice of cancellation provided within 7 days or less of date of event will result in forfeit of half the rental fee.

### OFFICE USE ONLY

Staff Name:	Date:
Will Keys Be Needed? YES - <input type="checkbox"/> / NO - <input type="checkbox"/>	
Copy of Liquor Permit 10 day prior to function	Copy of Insurance 10 days prior to function
Rental Fee	\$500 Security Deposit
\$250 Cleaning Fee	Conditions Report
OTHER:	



## LAKE HOUSE BOOKING AGREEMENT

4 Heritage Lake Blvd  
Heritage Pointe, T1S 4H5  
Ph:(403) 263-5540  
Email: info@lahp.ca

Thank you for booking the Lake House facility. As the Lake House is one of our community focal points, we ask that you treat the property and amenities with the utmost care and respect.

1. The Lake House is a community owned and operated asset which the LAHPOA has made available for exclusive use by the residents of the LAHP. The use of this facility is a privilege that may be enjoyed by all and excess wear and tear or improper use can present unnecessary expenses to all owners and/or limit availability to all residents.
2. Rentals of the Lake House are restricted to the Lake House and veranda. Guests attending Lake House rentals are restricted to the Lake House and not permitted to use the beach, park or any lake equipment unless by special request.
3. The renter must be in attendance at all times during the duration of the rental and is responsible for the conduct of their guests at all times.
4. Renters are to review and complete the Conditions Report for the facility and equipment. There is an expectation that the facility will be returned in the same, or better, condition as it was received. Any cleaning, repairs or missing items and/or calls attended by EMS, security, etc. will be deducted from the cleaning or security deposit(s). Deposit cheques are fully refundable only if there is no damage and the Condition Report has been completed.
5. If liquor is to be consumed at the function, an AGLC Special Event License and Party Alcohol Liability (PAL) form must be submitted to the Lake House at least 10 days prior to the event. A Private Special Event License can be obtained online from the AGLC at: <https://aglc.ca/liquor/liquor-licences/applying-licence/liquor-licences-private-special-events>.

The Lake at Heritage Point Owners Association is to be named as an “additionally insured” on all documents.

6. Liquor may be consumed only in the Lake House (prohibited outdoors) as per AGLC Regulations.
7. The Lake House, Park, Tennis Court, Beach areas and Watercraft are all designated as “No Smoking” areas.
8. No pets are permitted in the Lake House, within the Lake House Park or Beach area at any time.
9. Occupancy limit is as follows:
  - a. 72 persons: standing room only
  - b. 55 persons: with tables and chairs
10. The Lake House comes equipped with a microwave, an oven/stove, a fridge/freezer, a propane barbeque (gas not supplied for the BBQ, you must bring your own), 30 padded folding chairs, 8 - 6' tables, a wide-screen television, audio system and a DVD player. Patio furniture is also available on the veranda & deck for use during the Lake House rental.
11. If tape must be used on the walls, please use only painter's tape. All tape must be removed at the end of the rental. Any paint damage to walls will be billed back to renters for repair cost. All helium balloons must be removed as they will set off the motion security system.
12. Entrance into the office area is strictly prohibited.



13. Please ensure that the gate remains closed during the duration of the rental. Damage to the building/premises is the responsibility of the applicant if the gate is left open.

14. Functions must end no later than 11:30 pm. Noise is to be kept at a reasonable level so as not to disturb the surrounding homeowners. There is no access through the lake gates after 12:00am.

15. Renters are responsible for full set up, take down and clean up. Renters must supply garbage bags and remove all waste at the end of their function. Garbage is not to be left at the Lake House or on LAHP property.

16. The LAHPOA retains the right to have LAHPOA staff supervise all rentals.

17. After the function, the security alarm is to be engaged, the facility secured (including all windows), and the front entrance gate closed. If the renter is entrusted with keys to the Lake House, please leave the key and/or lake access card in the mailbox located at the front gate.

18. Any abuse of regulations will result in loss of future booking privileges.

<b><i>The following items must be completed at least 10 days prior to the function:</i></b>			
Copy of AGLC License <i>(if applicable)</i> dropped off at the Lake House	<i>Due Date:</i>		<i>Received By:</i>
Copy of PAL Insurance <i>(if applicable)</i> dropped off at the Lake House	<i>Due Date:</i>		<i>Received By:</i>
Copy of Special Event Insurance Policy/Certificate <i>(if applicable)</i>	<i>Due Date:</i>		<i>Received By:</i>
<b>Event:</b>	<b>Date:</b>		<b>Time:</b>
<i>I/We hereby agree to abide by the rental guidelines and regulations stated in the Lake House Booking Agreement</i>			
<b>Name (print):</b>		<b>Signature:</b>	
<b>Address:</b>			
<b>City/Town:</b>		<b>Postal Code:</b>	
<b>Home Phone:</b>		<b>Mobile Phone:</b>	
<b><i>HP Staff:</i></b>		<b><i>Date:</i></b>	



## INFORMED CONSENT & WAIVER OF LIABILITY

THE LAKE AT HERITAGE POINTE OWNERS' ASSOCIATION  
*INFORMED CONSENT AND WAIVER OF LIABILITY  
FOR LAKE HOUSE FUNCTIONS*

I, the undersigned, as Agent for those residents and their guests who wish to utilize the Lake House for a private function on \_\_\_\_\_(date), do hereby agree that as a condition of use of the facilities of The Lake at Heritage Pointe Owners Association (the Association), to assume all risk of personal injury, death or property loss resulting from any cause whatsoever including but not limited to the inherent risks direct or indirect of the use of the Lake House or of boating or swimming, and use of the boats and lakes and we do hereby release the Association, its employees, committee members and board of directors from any and all claims that we might have for personal injury, death or property loss, whether based on allegations of negligence or not.

I, the undersigned as Agent, agree that the Association, its employees, committee members and board of directors shall not be liable for such personal injury, death or property loss, and I waive all claims with respect thereto.

I, the undersigned as Agent, also agree to indemnify, defend and hold harmless the Association, its employees, committee members, board of directors and agents from any and all liabilities, claims, demands, actions of any kind, damages, losses, injuries, costs and expenses (including legal fees on a solicitor and client basis) for which the Association, or its employees, committee members, board of directors or agents may become liable by reason of the use of the Association facilities by myself, those I represent or our dependents.

I confirm that I, for myself and as Agent, have read and understand the Association Rules and Regulations attached hereto and agree to abide by said rules and regulations. We acknowledge that any damage to Association property and equipment is the financial responsibility of the users.

We are aware, having read the foregoing, that the liability of the Association is excluded by the terms of this waiver.

Dated at Foothills County, in the Province of Alberta, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Municipal Address: \_\_\_\_\_

Name (print): \_\_\_\_\_ Signature: \_\_\_\_\_

<b>EMERGENCY NOTIFICATION</b>	
<b>NAME OF CONTACT PERSON:</b>	
<b>RELATIONSHIP:</b>	
<b>MOBILE PHONE:</b>	
<b>ALTERNATE CONTACT:</b>	
<b>NAME OF CONTACT PERSON:</b>	
<b>RELATIONSHIP:</b>	
<b>MOBILE PHONE:</b>	