

# **BRENTWOOD COMMUNITY BANQUET HALL RENTALS**

**THIS IS A 'NO SMOKING' FACILITY - STRICTLY  
ENFORCED.**

**Seating Capacity if Dancing - 130 people.**  
16 Round Tables – 8 Chairs per table OR  
24 Rectangular Tables – 10 Chairs per table - **Max. 130 People**

**\*\*\*\$400.00 Damage / Holding Deposit Due at Time of  
Booking\*\*\* **DEPOSIT MUST BE CASH ONLY**  
**\*\*\*Cancellations - \$25.00 Administration Charge if Re-rented  
out.\*\*\***  
**\*\*\*\$50.00 Held If NOT Re-rented out.\*\*\*****

<b>RATES:</b>	Banquet Hall with Kitchen
Facilities	\$300.00 + <b>G.S.T.</b>
	Dishes and Cutlery (additional
charge)	\$ 75.00
	Set Up Night Before
Function	\$ 50.00

**\*\*\*Balance of Rent MUST be Paid Two Weeks BEFORE Rental  
Date\*\*\***

**\*\*LIQUOR LICENSE MUST BE SHOWN WHEN YOU PICK UP  
THE KEYS\*\***

## **SUPPLIES AVAILABLE:**

	6 Burner / 2 Oven Natural Gas Stove
Large Commercial Fridge	
	2 - 100 Cup Coffee Urns & 1- 20
Cup	1 Electric Tea Kettle
	2 - Microwaves

Metal Serving Carts

**IF DISHES ARE RENTED, THE FOLLOWING ITEMS ARE AVAILABLE & INCLUDED:**

Large Vegetable Pot  
Salt & Pepper Shakers  
Cream & Sugar Sets  
Cups & Saucers  
Knives, Forks, Spoons, Teaspoons, Dessert Spoons,  
Salad Forks  
Dinner Plates, Bread & Butter Plates, Soup or  
Dessert Bowls, Water Glasses

**DISHWASHING:** If Brentwood Dishes are used – they **MUST** be rinsed and then left to soak in the large sink – DISHWASHER is to be used **ONLY BY** person hired by Brentwood. CATERERS are responsible for their own dishes (not with our dishwasher) & also responsible for **OUR** vegetable pots and coffee urns if used.

**DISHWASHING MACHINE FOR  
COMMUNITY USE ONLY**

**PA SYSTEM:** Must make arrangements **before** function.

<b><i>NOT AVAILABLE:</i></b>	Tablecloths	Centre
Pieces	Wine Glasses	
	Water Jugs	Kitchen
Utensils	Serving Bowls	
	Dish Cloths	Tea
Towels	Saran or Foil Wrap	

**DECORATING:** NO Thumb Tacks or Tape - **MUST** use  
Poster Putty

**CANDLES OF ANY KIND ARE NOT PERMITTED**

**ADDRESS:** 1520B Northmount Drive, N.W. (Upstairs  
@ Brentwood Sportsplex)  
Behind Sir Winston Churchill Pool and Nose  
Hill Library