



## LOG CABIN RENTAL FAQ'S UPPER HALL

The upper hall, with a full kitchen, is ideal for weddings, banquets, reunions, parties, and large meetings.

**Size** – Approximately 2600 square feet

**Seating Capacity** – 210

**Amenities** – We have 28 – 8' X 30" tables that comfortably seat 8 people each, and 217 folding chairs. We have kitchen facilities, wheelchair accessible washrooms on the main floor (with another set of washrooms in the basement), janitorial equipment and supplies, and a small podium.

**Kitchen facilities** - 2 residential stoves (reheating only please), a commercial cooler, residential sink, an apartment size freezer, and plenty of counter space. Coffee urns are available upon request.

We do not offer anything in the way of kitchenware or linens. The renter is responsible to bring in whatever is required.

**Caterer** – The Log Cabin does not offer any catering services.

**Alcohol** – We do not charge a corkage fee. When a renter intends to serve alcohol at their function, a liquor license and a certificate of Host Liquor Liability Insurance must be submitted to the hall manager with the signed lease agreement. This coverage can be obtained from any insurance agent. RCMP will be notified when alcohol will be served in the hall.

**Before the rental** – The renter is responsible for all set-up for their function.

**After the rental** – The renter is responsible to take down tables and chairs, sweep the floor, wash any spills, take out garbage, and tidy the kitchen. The lease agreement contains other information regarding a rental - what is permitted in the hall, etc. A checklist of duties required is supplied to each renter with the hall keys. The hall must be left in the condition that it was before the rental took place.

**Rental Cost** –

Weeknight rentals (Mon to Thurs) (4 hour min.)	\$130.00
- Additional time billed at \$32.50 per hour	
Full day rental (10am to 2am)	\$425.00
Weekend rental (Friday noon to Sunday noon)	\$650.00

**Damage Deposit** - A damage deposit in the amount of the rental is required to make the booking. No tentative bookings can be made. All payments should be payable to **Sherwood Park Minor Baseball Association**.

**If you have any other questions, or wish to make a booking, please contact the Hall Manager at [logcabin@spmba.ca](mailto:logcabin@spmba.ca)**