

Royal Canadian Legion Branch #62 2022/2023 Lounge Rental Guide



Shelley Desautels, Office Manager
Phone: 250-832-3687
Email: legion62sa@gmail.com

Lounge – 2022/2023 Rates and Fees

Here is a list of costs for you to look over and help you decide what you would like to do regarding set up and additional requirements. The rental includes use of the lounge including tables and chairs, use of the kitchen is additional (includes plates and cutlery. Liquor Licenses finish at 1:00am. The lounge has air conditioning and WiFi. The Legion is a *non-smoking* facility.

Full payment will be due prior to your event, a deposit of 50% of the total is required upon booking and the balance due 10 days prior to your event. The damage deposit will be refunded within two weeks following your event. We will refund your deposit minus any applicable cleanup, overtime charges, damage fees, or any additional items that were added for your event that were not in the original payment.

Basic Charges

Lounge rental	\$250
Lounge rental – Legion Members	\$125
Meeting rental	\$50/hour
Damage deposit (refundable).....	\$300
Kitchen (includes plates and cutlery).....	\$50

Music and Entertainment

PA/Microphone.....	Included
Large Screen – 84” with HDMI.....	Included

Additional Items Available

Tablecloths.....	\$10 each or \$50 for all
6’ tables	no charge

Clean up

A clean up fee of \$50.00/ hour will be charged if additional cleaning is required beyond regular sweeping, mopping and cleaning of tables.

Kitchen and Food

The Kitchen at the Salmon Arm Legion is a commercial kitchen that can be used for meal preparation and serving. There is a convection oven, an industrial dishwasher, and a sink. Dishes that are not properly washed will be re-washed by the Salmon Arm Legion staff at a charged out hourly rate. It is the renters responsibility to ensure any catering companies hired, or persons using the kitchen follow the cleanup requirements.

All food that is consumed within the Salmon Arm Legion must be prepared in a commercial kitchen, any outside food must be from a caterer or packaged at a store – no home-made food is allowed to be brought inside our facility.

All persons in the kitchen MUST have their food safe certificate and the Salmon Arm Legion will require a copy of the certificate prior to the use of the kitchen.

Bar

The Salmon Arm Legion will provide the bar and bartender for your event at no additional cost. All rates for alcohol are set by the Salmon Arm Legion.