

Date Rental to Apply: _____
(DAY OF WEEK) (MONTH) (DATE) (YEAR)

I/We: _____
(NAME/NAMES) - Herein called "Lessee"

Address: _____
(STREET) (CITY) (POSTAL CODE)

Organization Name: _____
(REPRESENTING ORGANIZATION)

Telephone Number: Home: _____ Alternate: _____
(CELL OR BUSINESS)

The Lessee do herewith contract from Brookside Park Neighbourhood Association, herein called the Lessor, use of the Community Centre Building located at 144 Fernhill Boulevard, Oshawa, Ontario as indicated below.

Type of Function: _____

Will there be alcohol at this function: YES NO

A valid Special Occasion Permit is required if you answered YES. The Lessee shall not serve any liquor upon the premises unless in possession of an permit issued by the Liquor Control Board of Ontario. The Lessee further acknowledges that this rental agreement may be revoked at any time if alcohol is permitted on the premises without a valid Special Occasion Permit as issued by the LCBO.

Lessee initial: _____ Special Occasion Permit must be presented to Rental Manager prior to release of key.

LCBO Permit Number: _____

DEPOSIT RECEIVED UPON RESERVATION: \$ _____ Paid by: Cash Cheque

To be deposited by Lessor as Security for Damage and Cancellation. Will be returned to Lessee after Hall is inspected and found in a satisfactory condition (clean and damage free) and the key is returned. May take up to two (2) weeks to be returned to Lessee (by regular mail). Unsatisfactory condition costs will be deducted.

TOTAL RENT OF: \$ _____ IS DUE WHEN PICKING UP KEY Paid by: Cash Cheque

Time of Event: From: _____ am/pm To: _____ am/pm Access requested at: _____ am/pm

- The Lessee agrees that in addition to the cost referred to above he/she will pay, upon the termination of occupancy, for any and all damage to the premises or any of the Fernhill property caused by the Lessee and his/her/their invitees or agents.
- The Lessee is liable for all costs related to extra labour of custodians and/or subcontractors, not normally associated with such rental, as determined by the Executive of the Brookside Neighbourhood Association.
- The Lessee will not violate any of the provisions of The Liquor Control Act and will save harmless the Brookside Park Neighbourhood Association from any damages as a result of any breach thereof.
- The Lessee agrees to commit no offence against any provincial and/or federal statutes, or against any of the by-laws of the Corporation of the City of Oshawa or conditions of the Oshawa Fire Prevention Services.
- The Lessor will not be liable for any loss or damage of any property or injury or death to the Lessee or any person/invitees or guests occurring on or about the Fernhill Property. The Lessee agrees to indemnify and hold the Lessor harmless for all claims, expenses, damages and liabilities of whatever nature, including attorney's fees, relating to the foregoing.
- A member of the Executive or duly appointed representative of Custodian of Fernhill Community Centre may be in the building during the term of this lease.
- Lessee acknowledges that Lessor will not provide insurance coverage for Lessee's property, nor shall the Lessor be responsible for any loss of Lessee's property, whether by theft, fire, acts of god, or otherwise. The Lessee should obtain PAL insurance at its expense and provide confirmation to the Lessor that said insurance is in place for the event.

RULES

- Confetti of any kind is not permitted in the building. Such use will result in an additional charge to your damage deposit.
- NO decorations on the walls, NO tape on the floor.
- Do not sit/stand on counter tops in the kitchen or bathroom.
- Do not sit/dance/stand on tables
- Setting, clearing, cleaning, stacking tables and chairs before and after the event, leaving the washrooms, kitchen and facilities clean, bagging of all garbage are the responsibility of the Lessee.
- All windows and doors must be closed and locked before leaving the building. Failure to do so will leave the Lessee responsible for any resulting damage.
- All catering, musical and other equipment must be removed from the building the same night unless otherwise agreed to. The Brookside Park Neighbourhood Association and the Fernhill Community Centre are not responsible for any items left.
- Cancellation is required sixty (60) days prior to rental date for a refund of deposit. Prices quoted are firm until the end of the present calendar year, after that time rental charges in effect will apply.

FAILURE TO ADHERE TO THESE CONDITIONS WILL RESULT IN REDUCTION OR REFUSAL OF DEPOSIT

I/We do accept the conditions of this lease and am/are fully aware of its contents. I/We have been given instructions on operation of the Fire Suppression System.

Signature of Lessee: _____ Date: _____

Signature of Lessor: _____ Date: _____