FIRST UNITED SPIRITUALIST CHURCH RENTAL AGREEMENT

Management:
First United Spiritualist Church, 5584 Kincaid Street, Burnaby, BC, V5G 1W3 | Ph: 604-298-4842 | rental@firstunitedspirit.ca

Church Contact: ___Jean-Luc Grenier_____

User: Name___ _____Email_____

Phone_____

Rental info: □ Whole Building $100/h x Hall only $40/h □ Chapel only $40/h □ Circle Room only $25/h

Rental Date(s)	Start Time	End Time	Event Description	Fee(s) in $
			Total Amount in Canadian Dollars	

Disclaimer: Renting the Hall, Circle Room or Chapel Only means that the other section may be rented. The Hall has the entrance to the building and also has the washrooms. It has an open doorway to the kitchen/lounge. If there are multiple events going on at the same time, all rental parties are expected to have a reasonable noise level. To access the building, you will be met by a church member and/or issued a temporary access code with instructions to open the doorway and upon leaving, arm the alarm and lock the door.

Terms & Condition of use:

1. The User is responsible for any breakage or damage caused to the space or equipment during the period of rental. If damage occurs, the user will report it immediately to management on the rental date. The User is expected to have their own liability insurance.
2. Management does not assume responsibility for loss or theft of property belonging to or brought in by the User.
3. No smoking is permitted inside the building and must be in compliance with Burnaby City Bylaws and is not permitted within 6 meters of the doorway. No liquor is permitted in the building or on the property unless pre-authorized by Management.
4. Even though we love them, pets are not allowed at any time.
5. The use of candles, incense and massage oils are not permitted. Battery operated candles are permitted.
6. No food or drink (except water) is allowed in the chapel and in the circle room.
7. The User is welcome to use the kitchen and the Hall (if not rented by another) with the following guidelines: Please wash any glasses, dishes, or tableware you or your clients use before leaving. Separate trash, paper, and plastic into appropriate recycling bins. Plastic containers must be rinsed out before placing in the recycling bin.
8. If food is to be catered, the User will inform Management at the time of the Rental Agreement and arrange for the caterer to pickup any remaining food, dishes, and containers for food or drink on the day of the Rental. The User is responsible for the removal and clean up of any and all materials in connection with the catering.
9. The User will indemnify, protect, and save harmless Management, its servants, agents, and/or employees, with respect to any claims or demands of any nature made against them arising from or in any way connected with the use of these facilities.
10. This Rental Agreement shall be interpreted under and governed by the laws of the Province of British Columbia.
11. Payment terms:
    i. A non-refundable deposit of 50 per cent of the Rental Fee is required as soon as possible to reserve the date(s).
    ii. The remainder of the Rental Fee is due on or before the first Rental Date.
    iii. Please make cheques payable to First United Spiritualist Church or send Interac e-transfers / paypal to fusc@shaw.ca
12. The User is responsible to ensure that the Rental is completed on time, which includes the completion of all cleaning and tidying up necessary to restore the space to its original condition. Please turn off lights and turn down heat to 10 degrees when leaving. We reserve the right to charge a cleaning fee of 35$ (per room, per day) at our discretion. Reasons include but are not limited to: food or food waste found in the room, wax or oil spills, dirty/sticky floors, signs that the room or items in the room were misused or damaged.
13. Management reserves the right to cancel a booking at any time for circumstances that are beyond its control (building damage, closures, inclement weather, etc.) and will provide as much notice as possible. Any fees/deposits paid will be returned to the User. Management shall not be held liable for any loss of revenues or additional losses pertaining to the cancelled booking.
14. In the event that there is not a specific Rental Agreement for another Rental Date with the User, the Terms & Conditions of Use in the standard Rental Agreement apply. If there is more than one Agreement, the most recent Terms & Conditions of Use apply.

Acknowledgement: I, the User, have read and agree to the above disclaimer, terms and conditions:

Name:_____ Signature:_____

Date:_____ Deposit Received in □ cash □ cheque or □ e-transfer