

SCHEDULE "A"

Policy OSL.30

THIS AGREEMENT made in duplicate this ____ day of _____, _____

BETWEEN:

TOWN OF OSLER, a municipal corporation incorporated pursuant to the provisions of ***Municipalities Act*** hereinafter referred to as the "Town" (owner)

OF THE FIRST PART

and

Name: _____

Address: _____ Postal Code _____

Telephone: (Home) _____ (Work) _____ (Cell) _____

hereinafter referred to as the "Renter"

OF THE SECOND PART

WHEREAS at the time of making this Agreement:

- 1) the Town is the legal owner of the Osler The Gathering Place;
- 2) the Renter is desirous of renting the facility on the following date(s) and time(s):

Date: _____

Times: _____ to _____

NOW THEREFORE the Town of Osler and the Renter do hereby agree as follows:

1. The Gathering Place is a non-smoking facility and the Renter agrees to ensure all occupants adhere to this.
2. A damage/booking deposit in the amount of **\$100.00** has been received by the Town and will be held until our staff has inspected the facility following the event. In the event that the rental is on a recurring basis (eg: monthly), the deposit will be held until December, 31 of the current year. The Town must receive the full amount of the rental prior to the use of the facility.
3. The damage/booking deposit will be used to guarantee the date as well as to provide a damage deposit to cover any costs that may be incurred in cleaning of or repairing damages to The Gathering Place , contents and grounds resulting from carelessness or neglect on the part of the Renter or individuals in attendance during the rental. The Renter will be responsible for costs which exceed the damage/rental deposit amount. The deposit will be returned within ten (10) days following the event, provided no damage has been identified by the custodian or at year end, dependent on amount of rentals in the year.

4. If the event is cancelled less than one week (7 days) prior to the booking date the Town will have the option of retaining the deposit.
5. The renter is responsible for leaving the facility in the same condition as it was found (i.e. floors swept and washed, tables and chairs stacked).
6. Prior to lock-up, the renter should ensure that the windows and exterior doors are closed and locked as well as ensure all the toilets are flushed if required.
7. Because of the type of flooring installed in this facility, shoes are not allowed. As well, it is imperative that any water or spills of any type be wiped up immediately. Should the renter fail to comply the Town will have the option of billing for special cleaning equipment and supplies required to clean up marks or damage done because of the spill.
8. The custodian will ensure that the facility is clean, adequate paper supplies and garbage bags are on hand, and will make the required arrangements for access to the facility if this has not already been handled by Administration at the Town Office.
9. If the individuals using the facility are less than the age of majority the individual signing the rental agreement takes full responsibility for the actions of the minor children in attendance.
- 10.
11. The Renter agrees to obtain the Public Health Guidelines respecting COVID-19 in effect for the date of rental. The Renter also agrees to abide by current Public Health Guidelines and Public Health Orders regarding COVID-19. Please visit www.saskatchewan.ca for information.
 Please initial indicating agreement ***I have read and agree to the terms_____***

IN WITNESS WHEREOF a representative of the Town has executed this agreement

Town of Osler

 Sign and Print Name

IN WITNESS WHEREOF the Renter has executed this agreement and indicates, by such signature, that they understand and agree to the terms of the Agreement and the Policy of the Town of Osler.

Renter

 Signature

 Witness

 Printed Name