

SOUTHWEST ONTARIO ABORIGINAL HEALTH ACCESS CENTRE (SOAHAC)
RENTAL AGREEMENT FOR THE CONFERENCE ROOM

The SOAHAC Building is a
ALCOHOL AND SMOKE FREE BUILDING
Alcohol and/or smoking is not permitted on the premise.

RENTAL AGREEMENT – TERMS AND CONDITIONS

1. The rental will consist of the Conference Room located at 77 Anishinaabeg Drive, Muncey, Ontario, which holds a capacity of 75 persons and the kitchen, if requested and available, (the "Facilities") at a cost of \$400.00 for a maximum of 8 hours.
2. All bookings will not be confirmed until a signed rental agreement is returned to SOAHAC. Payment will be due on the date of use.
3. The Applicant agrees that it has insurance coverage relating to its business and agrees to provide proof of insurance at the time the application is made to SOAHAC.
4. The Applicant agrees to indemnify SOAHAC against all claims and proceedings, by whomsoever made or brought, in respect of any cost, loss, damage, or injury arising directly or indirectly by reason of the use of the Facilities.
5. The Applicant shall be responsible for the conduct and supervision of all persons admitted to the premises and grounds and ensure that all participants of the Applicant's function attend and leave the premises and grounds in a quick and quiet manner so as to minimize annoyance to nearby staff.
6. The Applicant agrees to be responsible for any damages caused by the Applicant or by any of its guests using the Facilities.
7. All exits and hallways must be kept free of obstruction at all times.
8. Installation of any decorations must be pre-approved by SOAHAC and installation and removal of any approved decorations is the responsibility of the Applicant.
9. The Applicant agrees to be bound by all rules and regulations of the building in place and/or provided to the Applicant at the time of use of the Facilities.
10. The Applicant is responsible for leaving the premises in the general conditions or cleanliness and repair in which it was found. All refuse containers in Board Room and Kitchen, if used, must be left clean, table and chairs to be left as found unless otherwise directed by SOAHAC.

Applicant/Organization: _____ Representative: _____
Address: _____ City: _____ Postal Code: _____
Phone: _____ Fax: _____ Email: _____
Event Purpose: _____
Event Date: _____ Event time: _____ # of Participants: _____
Kitchen requested (\$200.00) Conference Room Requested (\$200.00) Conference Room & Kitchen Requested

I HAVE READ AND AGREE TO THE TERMS AND CONDITIONS OF THIS AGREEMENT:

Applicant/Representative: _____ **Date:** _____

SOAHAC's Representative: _____ **Date:** _____