Form 5.7.1 FACILITIES USAGE AGREEMENT

BETWEEN

Name of Church	(the CHURCH)	
Address		
(the Renter)		
Date(s):		
Time:		
Facility:		
Function:		
Hourly Rate:		\$ per hour

TERMS AND CONDITIONS

BUILDING ACCESSIBILITY: The Church agrees to provide the renter with key(s) required to access the facility leased. The renter will place a deposit of \$<u>00.00</u> at time of booking to reserve the facility. Failure to provide the deposit nullifies the agreement, and failure to advise cancellation not less than 2 months prior to the event will cause forfeiture of the deposit.

Initial

USE of the FACILITY: The renter agrees that the space will only be used for the purpose mentioned above, beside "function". The renter agrees to comply with the rules and regulations of the facility (see attached document). The Church retains the right to update the rules and regulations from time to time as required.

Initial____

DAMAGE to the FACILITY: The renter is responsible for ensuring there is no damage to the facility during occupancy. If damage does occur, it is the responsibility of the renter to report any damage caused during his/her occupancy, and to cover the repair costs for the damage caused.

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INSURANCE: Liability insurance is the responsibility of the renter. Minimum coverage is \$CDN 1,000,000 of Comprehensive General Liability Insurance naming

(<u>church name</u>), The Territory of the People Anglican Church (TOTP) and the Fraser Basin Property Society as additional insureds. The Church requires proof in writing of liability insurance as produced through a Certificate of Insurance. Neither the Church, nor TOTP, nor the Fraser Basin Property Society shall be liable for any loss or damage sustained by the renter resulting directly or indirectly from the occupation of the premises, nor shall they be liable for the loss of, or injury to any person, property, goods or effects of the renter, his/her agent, or guests due to any cause whatsoever.

Initial _____

USE of ALCOHOL: The renter agrees there shall be no consumption of alcohol on the premises without prior agreement. A request to serve alcohol must be made in writing before the event. Only beer or wine may be served. If permission is given to serve alcohol the renter must, at his/her own expense, obtain all necessary licenses and permits from the BC Liquor Licensing Board, and written proof of these must be submitted to the Church at least 14 days before the event. Written proof will also be required at least 14 days before the event to show that persons serving wine /beer at the function have "Serving it Right" certificates

Initial_____

FORCE MAJEURE: The church retains the right to use the facility for functions important to the life of the parish. If required to pre-empt the renter, the Church will make every effort to give adequate notice and to arrange a suitable alternative time.

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TERMINATION: While the intent of this agreement is for the date specified, either party may cancel the agreement upon 2 month's written notice. Cancellation must be received to avoid loss of deposit.

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PAYMENT: The agreed rate applies for each hour scheduled or part thereof. Payment by cheque is due and payable to (*church name*) immediately after the event.

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CONTACTS: The representative for the Church will be:

Name

Contact Phone number	or desig	nated person		
The representative for the renter will be				
Contact phone number (s)				
Dated thisday of	, 20	at	(<u>name</u>	
For (<u>church name</u>)		For Re	nter	
Witness		Witness		
ATTACHMENT: REGULATIONS for (Name of Church)				
(amended Jan. 2012)				

Territory of the People Anglican Church