

ACTIVE LIFESTYLES CENTRE GREY-BRUCE USAGE AGREEMENT

The Active Lifestyles Centre Grey-Bruce has the following rooms available for usage:

Main Room Capacity:

52 people (with tables and chairs), 66 people with chairs arranged theatre style, 122 people standing.

Room Usage:

- Reservations are accepted on a first-come, first served basis
- Space is available for usage for senior groups,/not for profit organizations/private functions
- Your reservation is binding with a completed and signed contract with 50% (non refundable) down payment for each day rented. Full payment must be paid prior to date of event(s). Please read our cancellation policy below.
- Set up and cleanup is the responsibility of the person(s) or groups using the room. The contact person is responsible to ensure that the room/kitchen/bathroom are clean prior to your departure. The room is to be left the same as was before usage. An hourly fee will be levied to cover all costs associated with the cleanup in the event the user fails to complete work.
- Recycling is encouraged and waste material must be taken with users.
- Alcohol use and Smoking are strictly prohibited.
- Use of lighted candles, open flames and catalytic burners is strictly prohibited.
- If you function begins before opening or extends past closing business hours or on weekends, you need to sign out a key to the facility during our regular business hours (9:30 a.m.-12:30 p.m./Monday to Friday) prior to your meeting/event. The key must be returned to the office by the next business day.
- There is limited parking available at the Centre but additional parking is available in the Bayshore Community Centre parking lot.
- All exit doors and fire routes must be kept clear and accessible in the case of emergencies. It is the responsibility of the user to insure that the facility capacities posted at the Centre are not exceeded at their event.
- Users will be responsible for all and any loss or breakage that occurs while using the facility. Please report any broken or malfunctioning features to our Centre to the office.
- Any public advertising of your event must state the "This event does not necessarily reflect the mission/opinion of the Active Lifestyles Centre Grey-Bruce." Please do not give our phone number as a contact for your event.
- Remove all materials used by your group each time unless storage has been authorized at time of signed agreement.
- Active Lifestyles Centre Grey-Bruce accepts donation for use of space in cash or cheque. Signed receipt will be required by both parties. Payment by cheque is preferred. The Centre appreciates donations which help offset costs of building use.

Liability:

The Centre is not responsible for any lost or stolen articles as a result of the use of the facility. The user is responsible for any and all damage to the premises and property and shall be responsible for all

actions, behavior and damages caused by their guest/attendees. The Centre is not responsible for accidents, injury, illness or loss of group or individual property.

Applicant agrees to defend, indemnify and hold the Active Lifestyles Centre Grey-Bruce harmless from any and all liability for injury or property occurring as a result of any activities and agrees to pay for any and all damage to the facility, building, equipment or furniture owned or controlled by the Centre, which results from any scheduled activities or is caused by any participant in any scheduled activities.

Emergencies:

In case of emergency contact 911.

I have read, understand and agree to comply with the rules set forth regarding facility usage including Active Lifestyles Centre Grey-Bruce (person arranging usage)

Name (please print) _____ Signature _____

Organization's Name _____ Date _____

Active Lifestyles Centre Grey-Bruce (person arranging usage)

Additional Notes:

Liability:

The Centre is not responsible for any injury or property damage that occurs as a result of any activities. The Centre is responsible for any and all damage to the premises and property and is liable for any injury or property damage.