



Winkleigh Co-operative Housing Corporation

56 – 960 Limeridge Road E, Hamilton, ON L8W 2C4

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RENTAL AGREEMENT FOR PARK HALL

Winkleigh Co-operative Housing Corp. hereby agrees to make available to the undersigned, as a member of the Co-op, the meeting room facility at 56 – 960 Limeridge Road East, known as Park Hall, on the following date:

Date of Function

Time

Member Responsible for the Key

Phone Number

Unit #

The Co-op acknowledges receipt of the required deposit \$50.00 _____

Rental Fee for Adult Function \$30.00 _____

Children's events are half price if they end by 8:00pm*. \$15.00 _____

**children's events that run past 8:00pm are subject to the full rental fee.*

The Park Hall will be thoroughly checked on the first business day following the function. If the hall has been left in acceptable condition, as per the Co-op Centre Rental Policy and/or any other requirement, the deposit will be returned to the undersigned.

The undersigned will receive and sign for the Hall key the day of or one day in advance of their function. The key must be returned on the next business day following the function.

The undersigned agrees that they understand this agreement and the attached rules and regulations governing the rental of the hall, ***has read and will adhere to the Fire Safety Plan; and in signing this agreement are bound by them.*** The undersigned agrees that they will be in attendance at the function and accepts full responsibility for all guests in attendance with respect to their conduct while on Co-op property.

The undersigned further agrees to attend to the clean up of the facility no later than twelve noon of the day following the function. If all conditions in the attached "Rules and Regulations" are not met, the full deposit will not be returned.

The undersigned agrees to ascertain and abide by any and all regulations of the Co-op, the City of Hamilton, The Liquor Control Board or any other governing body which may apply and agrees to hold harmless the Co-op in adhering to all such regulations.

Date _____

Signed: _____

Co-op Member

Co-op Representative

WINKLEIGH CO-OPERATIVE HOUSING CORPORATION

Rules and Regulations pertaining to the use of the Park Hall

1. Prior to any function, a Rental Agreement must be signed by the person or persons responsible for the use of the hall. The use of the hall will be on a first come, first serve basis, with Co-op functions and meetings having priority.
2. The person or persons signing the Rental Agreement will be held responsible for the use of the meeting hall for the entire duration of the scheduled function. If said person or persons leave the facilities at any time during the function, they will still be held responsible for any difficulties that may occur during their absence.
3. The person or persons signing the Rental Agreement will be held responsible for determining what liquor regulations apply and to ensure that such regulations are complied with. The Co-op will not be held responsible for any matter pertaining to provincial liquor regulations.
4. No smoking is allowed within the hall in order to comply with By-law No.98.140 of the City of Hamilton. Any fine which may be served against the Co-op for non-compliance of the city by-law will be the responsibility of the person or persons signing the Rental Agreement. Smoking will be allowed outdoors but not so as to interfere with the rights of others.
5. All functions must be indoor functions.
6. ***The stove is to be used for warming and reheating only. No grease laden cooking (cooking with oil or frying burgers, chicken, bacon etc.) is permitted.***
7. The Board of Directors reserves the right to refuse permission of events, if in their opinion the function will cause undue noise or disturbance to the neighbours in member units.
8. All functions are to end by 12:00am Friday or Saturday and 11:00pm Sunday through Thursday.
9. Parking is permitted only in visitors parking spaces or side streets outside of the Co-op property. Parking may also be available at the plaza located on Upper Ottawa Street. No parking will be permitted on the fire routes or on the grass.
10. The deposit will be returned, less the rental fee, if and when the condition of the hall meets with the attached list of requirements.
11. ***The person signing the Rental Agreement accepts responsibility of following the posted Fire Safety Plan and will assume the responsibility of calling 911, have the building immediately evacuated and will call the after-hours emergency number to advise of the situation.***