



FACILITIES RENTAL CONTRACT

THIS CONTRACT executed between:

ST. PAUL'S ANGLICAN CHURCH
20 Young Road, Kanata, Ontario, K2L 1W1

AND _____

admin@stpaulshk.org

613-836-1001

(Hereinafter referred to as "the Lessor")

(Hereinafter referred to as "the Lessee")

Facility Assigned: Double Classroom

i. **Purpose of Use / Event Name** _____ **Number of People to Attend** _____

ii. **Dates, Times of Use, Cost**

Jan		Feb		Mar		Apr	May	Jun	
Jul		Aug		Sep		Oct	Nov	Dec	

iv. **Terms of Payment**

<u>Rental Fees</u>	<u>Total Fees</u>	<u>Damage Deposit</u>	<u>Total Applied</u>	<u>Balance Owning (\$)</u>
		\$100.00		

v. **Equipment Requested**

Chairs _____ Tables _____ Other _____

Food will be served: YES/NO **Liquor will be served: YES/NO** **Permit No.** _____

Note: if yes, a Kitchen and Catering contract addendum is required as part of this contract

vi. **Responsibility and Hold Harmless**

The Lessee agrees that they are responsible for all damages to the premises and injuries to their members or guests, and that they will indemnify and hold harmless the Lessor, its agents, employees and volunteers and the Diocese of Ottawa from and against every demand, claim, cause of action, judgment and expense and will provide the Lessor with proof of Liability Insurance in the amount of \$2 million dollars or higher.

If you do not have personal insurance we can offer you insurance through the Anglican Diocese of Ottawa.

Separate cheque for Insurance made payable to the Anglican Diocese of Ottawa in the amount of _____

vii. **Key Management**

Key assigned to: _____ on _____ **Initial**

Key return due date to St. Paul's Office: _____

viii. **The undersigned has read and agrees to fully abide by St. Paul's Policy on Rentals and catering as appended to this contract.**

This Agreement executed at Kanata, Ontario, this _____ 2007

Lessor: Lorna Brule

Lessee:

Per: _____

Per: _____

Title: Parish Administrator
St. Paul's Anglican Church

Title: _____