

Trafalgar Housing Cooperative

REC. CENTRE USE CONTRACT

MEMBER NAME: _____

ADDRESS :

DATE & TIME OF EVENT: _____

I understand that I am responsible for the above event and that I will adhere to the rules and regulations set out in the Rec. Centre Use Policy.

I understand that the fire regulations permit a maximum of 50 people.

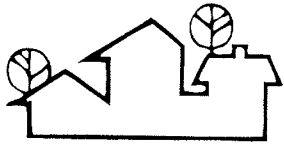
I understand that any damages incurred will mean that I will lose the \$90.00 deposit.

I also understand that I will be liable to pay the \$250 deductible on the insurance policy if my actions result in a damage claim being made, and I further understand that I may be required to pay the full cost of repairing any damage incurred to the rec centre & the contents therein.

I understand that I must take all my garbage away and leave the centre as I found it

Key taken by: _____

Signature of member: _____



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Rec Centre Rules for Usage:

1. The cost to rent the room is \$10, a \$90 deposit is required and will be returned if the centre is left in good order
2. No smoking
3. The member is responsible for the actions of his/her guests
4. The centre is an extension of your own home, treat it as such
5. Be considerate of the members living next door to the centre
6. No one under the age of 18 can use the centre without the supervision of an adult co-op member. It is this adult's responsibility to pick up the key, sign the contract and return the key to the office
7. Time limit- 1:00 am unless otherwise granted by the board
8. Fireplace use prohibited
9. Clean-up to be done by 1:00 pm the next day unless Centre is required for use the next morning
10. No scotch tape to be used on the walls, use masking tape or other suitable tape
11. Set stereo up on North wall

Check List for Clean Up:

1. Garbage removed and taken to the unit of the member (No garbage to be left at the Centre or the office)
2. No Smoking
3. Make sure all dishes are cleaned and all sinks/counters/tables are left clean
4. Straighten furniture (leave as found)
5. Vacuum Carpet
6. Remove all food from fridge and leave it clean
7. Return the key to office or board member
8. Turn off lights/close any windows