



# KEMPTVILLE YOUTH CENTRE

☐ ACCEPTING ☐ SUPPORTIVE ☐ UNIQUE ☐ ACCOUNTABLE ☐

## RENTAL AGREEMENT

Between: The **Kemptville Youth Centre** and .....  
(Lessee)

Contact Name: .....

Address: .....

Phone Number: ..... Email: .....

Date(s) of Event: ..... Total number of Visitors (max. 150) .....

Nature of Event: .....

### STANDARD RENTAL RATES

#### Definitions

- A half day is 4 hours.
- A full day is 4 + hours.
- Rental period includes set-up and clean-up time.

| Location                  | ½ day rate       | Full day rate | Subtotal |
|---------------------------|------------------|---------------|----------|
| Main Room                 | \$120.00         | \$200.00      |          |
| With Projection Equipment | Add \$25.00      |               |          |
| Lower Level – Main Room   | \$120.00         | \$200.00      |          |
| With Projection Equipment | Add \$25.00      |               |          |
| Lower Level – Kitchen     | Add \$50.00      |               |          |
| Lower Level - Boardroom   | To be negotiated |               |          |
|                           | <b>Total</b>     |               |          |

### METHOD OF PAYMENT

☐ Cheque # .....

☐ Cash

### \$100 SECURITY AND DAMAGE DEPOSIT

☐ Cheque # .....

☐ Cash

Notes .....

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5 Oxford Street West, P.O. Box 1124, Kemptville, ON. K0G 1J0, Tel (613) 258-5212, Fax (613) 258-9223

[www.kemptvilleyc.com](http://www.kemptvilleyc.com)

Registered Charitable Number: 888300290RR0001

A United Way Member Agency



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## LEASE CONDITIONS

**As the lessee using the above facilities on the specified dates and times, we agree to the following:**

- 1) Lessee is expected to leave the building in the same condition it was found.
- 2) Lessee is responsible for costs associated with repair or replacement that is not the result of normal wear and tear.
- 3) Lessee is responsible for the security and safety of all staff, clients and/or public attending the function for which this facility is being leased.
- 4) Lessee is responsible for communicating to visitors (staff and public alike) fire exit procedures, location of public washrooms, and the prohibition of smoking on the property.
- 5) Lessee is responsible for disarming / arming alarm system.
- 6) Lessee is responsible for locking doors when building is unattended) and ensuring adult supervision of children in building.
- 7) Smoking is not permitted in or within 15 m of the building.
- 8) Alcohol is not permitted on the property.
- 9) All garbage and recycling to be removed from property after event.
- 10) Maximum occupancy of the youth centre at any time is 150 persons.
- 11) Lessee is responsible for returning door key to KYC within 48 hours of date of event; security and damage deposit will be returned upon receipt of key and inspection of building by staff confirming removal of garbage and recycling, lack of damage and general overall state of cleanliness; if staff deem the building to not have been left in acceptable condition the security and damage deposit will not be returned.
- 12) Lessee agrees to indemnify and save harmless the Kemptville Youth Centre, it's employees and it's governing boards from and against any and all claims, actions, demands, loss, damages, liability and expenses, suits or other proceedings by whomsoever made, brought or prosecuted for or in connection with loss of life, personal injury or damage to the property arising from any occurrence on the premises during their occupancy/use of the premises described above, or by any neglect, misfeasance, or nonfeasance on the Lessee's part or on the part of persons employed by him/her or under his/her control.
- 13) Lessee agrees that the Kemptville Youth Centre is released from any and all claims for injury or damage to property, however caused, which may be sustained by the Lessee or their employees while carrying out operations under this contract.
- 14) During the entire term of this contract, the Lessee agrees to have in force a general public liability and property insurance policy or policies with a limit of at least \$2,000,000 for each occurrence that protects the Kemptville Youth Centre and the Lessee against any claim arising out of any act or omission of the Lessee, any employee of the Lessee or any of them, in the performance or intended performance of this contract. A certificate naming the "Kemptville Youth Centre" as an additional insured party will be provided by the Lessee at the time of signing this contract.
- 15) Lessee agrees to comply with all municipal, provincial, federal and other laws, statutes, ordinances and requirements.
- 16) KYC has the right at any time during an event to terminate this agreement for the breach of any of its terms without recourse of or refund of any fees or deposit.

## Signed in Duplicate

KYC: .....  
Print Name Signature Date

Lessee: .....  
Print Name Signature Date

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