



MULTI-PURPOSE ROOM

FORM

A2

Peel Standard Condominium Corporation No. 1051

5025 & 5033 Four Springs Avenue, Mississauga, ON, L5R 0G5 & L5R 0G6

Management: (905) 502-7229 • Concierge: (905) 501-7220 • Website: www.ambercondos.ca

THIS AGREEMENT made in on the _____ day of _____ 20____
BETWEEN:

Suite Number

PEEL STANDARD CONDOMINIUM CORPORATION NO. 1051
(hereinafter called "the Corporation")

- and -

(hereinafter called "the Resident")

of Suite # _____, 50____ Four Springs Avenue, Mississauga, Ontario

Telephone: (Mobile) _____, (Other) _____

WHEREAS the Resident has requested to use the Multi-Purpose Room with _____ guests,

on _____ from _____ a.m. / p.m. to _____ a.m. / p.m. for the purpose of

Specify the Function / Event (commercial, trades, seminars and business events are not permitted)

The Corporation has consented to the Resident using the Multi-Purpose Room during the time and for the purpose indicated above; therefore, let this Agreement witness that the parties hereto do agree to the terms and conditions as hereinafter set forth.

AND WHEREAS the Corporation agrees to allow the Resident to use the Multi-Purpose Room during the time and for the purpose indicated above, on the following terms and conditions only:

General Obligations

1. The Resident agrees to obtain, at his or her own expense, any and all permits, licenses or consents that are or may be required in connection with the use of the Multi-Purpose Room prior to the reservation date as set out above. The Resident agrees to have the permits, licenses, or consents posted or available for inspection as may be required by the authorities.
2. Prior to and subsequent to any function being held, a staff member and the Resident will inspect the Multi-Purpose Room to determine if any damage has been caused. If there is any damage, the deposit will be applied against any and all damages. In the event that the deposit is insufficient to pay for all damage and cleaning expenses, then the Resident shall be responsible for all sums expended in excess of the deposit amount to repair the damage and clean the Multi-Purpose Room.

Capacity & Guests

3. It is understood and agreed that a maximum of **172 persons**, as per Fire Regulations, are permitted in the Multi-Purpose Room at one time.
4. An all-inclusive guest list **must** be provided to the Management Office **at least two (2) business days** before the event is scheduled to begin in order for the room to be turned over to the Resident for use. A

typewritten list, printer-ready, must be provided. Handwritten lists cannot be accepted. A template is available online.

5. Visitors parking is on a first-come, first-served basis. The Corporation is not responsible for providing additional parking and is not responsible for the care of the vehicles on the Corporation's property.
6. The Resident must inform his/her guests in advance of the alternative parking areas outside of the property. Vehicles may be ticketed and/or towed at the owner's expense if parked in unauthorized areas. The Resident must advise his/her guests in advance of the parking requirements if they wish to stay overnight. The Resident must make all necessary arrangements with the Concierge for Visitor Parking Permits prior to the commencement of the function.
7. The function is to be confined to the Multi-Purpose Room and the washrooms. No food, drink or guest is permitted outside of the Multi-Purpose Room. The resident will assume full responsibility for the preservation of proper order and decorum and to ensure no disturbances or disruptions in the common areas of the building.
8. The Resident is responsible for the behaviour of their guests. If, for any reason and at the sole and absolute discretion of the Corporation, the behaviour of the guests has deteriorated to an unsatisfactory level, the Corporation representative present will have the full authority to terminate the event and ask all persons to leave the premises. If required, the Corporation representative will also have the full authority to call the Police for assistance.

Initial

Booking Procedures

9. **Only a registered resident of the Corporation may rent the Multi-Purpose Room. The Resident booking the Multi-Purpose Room shall reside within the Condominium; and shall be present at all times during the function; and shall be at least 18 years of age.**
10. The use of the Multi-Purpose Room cannot be considered confirmed until the signed contract and cheques have been received.
11. An Administration Fee of **\$150.00** shall be submitted to the Corporation, by personal cheque or money order, payable to "**P.S.C.C. 1051**".
12. A Damage Deposit shall be submitted to the Corporation, by **certified cheque, money order or bank draft**, in the amount of **\$500.00** (fee subject to change without notice by resolution of the Board), payable to "**P.S.C.C. 1051**", must be submitted to the Management Office at time of booking. Personal cheques and cash will not be accepted.
13. The Multi-Purpose Room bookings may be made through the Concierge or Management Office no less than fourteen (14) days prior to the event and no more than three (3) months in advance.
14. A Security Guard chaperone must be secured for the booking. The Security Guard shall be contracted from one half hour before guests are scheduled to arrive, through to one half hour after the function finishes. There is a **four (4) hour minimum** for the Security Guard. The Security Guard may be responsible for carrying out a pre- and post-inspection of the room and common areas, providing access control and ensuring that all guests and residents abide by the house rules and regulations.
15. The cost of a Security Guard chaperone is \$31.08 (\$27.50 + HST) per hour for a minimum of four (4) hours. Bookings that fall on Statutory Holidays are charged at a cost of \$77.69 (\$68.75 + HST) per hour for a minimum of four (4) hours. Payment for these services shall be provided by personal cheque or money order, payable to "**P.S.C.C. 1051**" and must be submitted to the Management Office at time of booking.
16. The Resident shall cancel a booking with the Management Office, tentative or confirmed, as soon as they are able to; and no less than two (2) business days prior to their event date. Any costs incurred by the Corporation as a result of the Resident failing to cancel the booking within the prescribed period will be charged back to the Resident and immediately reimbursed.

Initial

Initial

17. The Resident must ensure that the guests vacate the Multi-Purpose Room by the end of the reserved period. In the event that the Security Guard chaperone is detained past the time paid for, the Resident will be required to acknowledge this overtime by signing the Security Guard's report. The cost of the overtime will be based on a minimum of one-hour intervals and deducted from the deposit cheque unless payment is received by cheque on the next business day.
18. The use of the Multi-Purpose Room cannot be considered confirmed until the signed contract and cheques have been received at the Management Office.

Event Restrictions

Initial

19. The intended use of the Multi-Purpose Room shall be fully disclosed to the Corporation as a condition of and prior to the reservation of the Multi-Purpose Room. It is agreed that the Multi-Purpose Room will not be used for any stag/doe or age of majority birthday parties. Bookings for commercial/private enterprise use is strictly prohibited. The Multi-Purpose Room may not be used for any chargeable private function. Gambling is not permitted.
20. The Resident may not charge admission to the Multi-Purpose Room whether for profit or to recover expenses. No donations, exchange of funds (expressed or implied), or other charge is permitted.
21. The Resident must arrange to greet their guests at the appropriate entrance and direct them to the Multi-Purpose Room. Signs may not be posted in the hallways, lobby, or any common areas. Doors must not be propped open and/or left unattended.
22. Smoking is strictly prohibited within the Multi-Purpose Room, within or on any common areas of the building.
23. Under no circumstance are decorations permitted to be taped or glued to any part of the Common Elements inside or outside of the Multi-Purpose Room. This includes on the wallpaper, the ceiling, doors, etc. Only non-destructive, non-staining adhesive putty is permitted, such as 'Sticky Tack'.
24. Liquor shall not be sold, whether for profit or to recover expenses, in the Multi-Purpose Room or common element areas.
25. Pets are not permitted in the Multi-Purpose Room.
26. The exits must be kept free from obstruction at all times.
27. The Multi-Purpose Room is available from 10:00 am on your event date.
28. The event must close down a half hour before the end of reserved period. The Resident must ensure that their guests vacate the Multi-Purpose Room no later than 1:00 a.m. with all clean-up and post-inspections completed no later than 1:30 a.m.

Food, Catering & Outside Furnishings

29. The Resident must advise the Corporation of any expected deliveries of furniture, catering and/or equipment for the function. Booking of the Service Elevator is required large deliveries.
30. Food preparation and/or cooking is not permitted in the kitchen. The kitchen and supplied appliances are intended only for the warming of food.
31. Any furniture that is moved in the Multi-Purpose Room must be put back to its original position at the end of the party.

Cleaning & Garbage Disposal

32. The Multi-Purpose Room must be left in a clean and swept condition. All furniture returned to their initial place settings and refrigerator emptied of all food items. Garbage and recyclables shall be bagged and brought down to the main garbage disposal room on the ground floor, not left in the room.

Liability for Costs

33. Damages to the furnishings or finish of the Multi-Purpose Room, or theft or loss of property, is the responsibility of the Resident including any costs for replacement or refinishing. Provided that all the Resident's obligations are satisfactorily fulfilled, that no damage has been occasioned to the Multi-Purpose Room and no violations of the Multi-Purpose Room Agreement have occurred, the deposit shall be returned to the resident in full after the event.
34. The Corporation is not responsible for the loss or damage to any personal property or for personal injury to residents or guests, however caused.
35. The Resident, guest(s), invitee(s) or other person(s) using the facilities and common element areas shall indemnify and save harmless the Corporation and any of their authorized agents, Guards or employees for any and all liability, claims and demands arising out of misuse, damage or injuries to person(s) or property from any cause whatsoever, in or about or in any way connected with the property and defend at the expense of the person(s) or committee(s) to whom any permit is issued, all suits which may be brought against the Corporation or any of their authorized agents, Guards or employees in respect of any such claim or demand, and pay all the judgments, fines or penalties that may be rendered against the Corporation or any of their authorized agents, Guards or employees account thereof.

I acknowledge that I have read, understood and agree to comply with this Multi-Purpose Room Agreement.

Resident's Name										
Suite		Date								Resident's Signature
		D	D	M	M	2	0	Y	Y	

PAYMENT ACKNOWLEDGMENT BELOW – STAFF USE ONLY

	Amount	Funds Received		Funds/Deposit Returned		
		Date Received	Received by Staff Initials	Date Returned	Returned by Staff Initials	Returned to Resident Initials
Damage Deposit	\$500.00					
Administration Fee	\$150.00 (Non-refundable)					
Extra Security Guard Order	\$					