



SANDY LAKE ACADEMY GYM RENTAL AGREEMENT

This rental agreement is for the use of Sandy Lake Academy Gym as a recreational venue. Sandy Lake Academy will honour rental requests on a first-come, first-served basis with receipt of the completed agreement and a non-refundable deposit of \$50 for one-time rentals. Payments for regularly scheduled continuous rentals are due by the end of the month for which the gym was used. Thank you for choosing Sandy Lake Academy for your event(s). A few notes about gym rentals:

1. General Guidelines

- a. Event fee is * \$75/evening (1-3 hours), \$110/half-day (3-5 hours), \$150/full day (5+ hours); *Weekly rental groups will be billed the full amount regardless of use unless (a) the rental contract is terminated or suspended (e.g. summer), (b) written notice is given at least one week in advance, or(c) inclement weather or other unexpected events make attendance or access to the gym not possible. There is a high demand for gym access and this will help to prevent avoidable lost revenue.*
- b. A key and security code is needed for users to enter/exit building. Please contact the school secretary at secretary@sandylakeacademy.ca to complete this process;
- c. You will provide your own equipment unless school equipment use has previously been granted by the school administration;
- d. The stage behind the drapes is off-limits to renters;
- e. A specific request must be made if the kitchen will be needed for the preparation and consumption of food;
- f. There must be a minimum of one (1) adult present for every eight (8) children. Children must be supervised at all times;
- g. If the event time exceeds the terms of the rental agreement, the renter will be charged \$5 per 15 minutes;

2. Party Specifications

- a. No staples, tacks, pins, or nails may be used to affix decorations. No adhesive tape of any kind can be used on the gym walls or floor. In the event that proper authorization is not received and damages have resulted from your event, the cost of repair and/or replacement will be billed to you;
- b. If you choose to bring your own decorations, you will have 30 minutes before your event reservation time to set-up decorations, and 30 minutes after your reservation time to clean-up. Renter is responsible for installing and removing all decorations during the designated times.

Set up specifications and times should be discussed with SLA administration prior to the event. Any special party arrangements must be approved by SLA administration before rental;

- c. Any items left in the room after the renter leaves will be discarded. Please be sure you have all your belongings before departure.

3. Gym Floor, Equipment, Footwear, and Maintenance

- a. Ensure that all lights in the gym, kitchen, halls, and bathrooms are off and all gym doors are securely closed before exiting;
- b. Do not put tape on the floor. Groups will be responsible for damage to school floors caused by taping, including the cost of repairs;
- c. No eating or drinking in the gym. Water bottles are permitted, but please ensure that water is not being spilled or splashed on the floor;
- d. Outdoor balls are strictly prohibited for use in the gym;
- e. Hockey stick blades must be plastic only; pure wooden or composite sticks are not permitted. No tape can be placed on the stick blade;
- f. No outside shoes are permitted in the gym. Only athletic footwear with white or non-marking soles is permitted during recreational activities;
- g. The floor is to be swept after each gym rental. A dry mop and dustpan are available by the double doors in the bathroom hallway. It can be shaken off just outside the double exit doors on the grass;
- h. Do not enter/exit through the exterior single and double doors; use only the interior double doors. This ensures that (a) feet are not tracking in dirt from outside, and (b) doors are not being left ajar upon leaving;
- i. Ensure that any borrowed equipment is placed back in the same place and state in which you found it, and;
- j. Report any damage to the gym facility immediately to school administration.

4. Rental Agreement

Renter's Name: _____

Renter's Address: _____

City: _____ Province: _____ Postal Code: _____

Home Phone: _____ Cell: _____

Email: _____

Reason for gym use: _____

Number of children (under 16): _____ Number of Adults: _____

Requested Date (one time) _____ or day of week (continuous) _____

(If continuous): Start time _____ End time _____



5. Waiver of Liability

This agreement releases Sandy Lake Academy from all liability relating to injuries that may occur during usage of its facilities. By signing this agreement, I agree to hold Sandy Lake Academy entirely free from any liability, including financial responsibility for injuries incurred, regardless of whether injuries are caused by negligence. Sandy Lake Academy shall not be liable or in any way responsible to the renter in respect of any injury, loss, or damage to persons or property occurring on the premises to the renter or any other person however caused. I also acknowledge the risks involved in use of the gym and kitchen. I declare that I am participating voluntarily, and that all risks have been made clear to me. Additionally, I do not have any conditions that will increase my likelihood of experiencing injuries while engaging in this activity. Renter is responsible for the behaviour of all party. Renter and guests are expected to respect the property. By signing below I forfeit all right to bring a suit against Sandy Lake Academy for any reason. I will also make every effort to obey safety precautions as listed in writing and as explained to me verbally. I will ask for clarification when needed.

Liability:

1. The renter shall protect, indemnify, and assume any loss or damage to person or property arising out of the use of the premises by the renter or any third party allowed by the renter to enter the premises; and
2. Sandy Lake Academy shall not be liable or in any way responsible to the renter in respect of any injury, loss or damage to persons or property occurring on the premises to the renter or any other person however caused.
3. The renter agrees not to do or permit to be done, upon the rented premises, anything which may make void or voidable any insurance on the building against fire or other risk or casualty usually insured against or which may cause any additional or increased premium to be payable for such insurance. If additional or increased insurance premiums become payable by reason of the renters failing to comply with the subsection, the renter shall be responsible for any insurance of the renters' property or the property of others stored within the school.

I, _____, fully understand and agree to the above terms.

Renter's Name: _____ Signature: _____ Date: _____

Administrator's Name: _____ Signature: _____ Date: _____