

Kelsey Centre Rental Agreement

Date: _____

Name: _____

Address: _____

Phone : _____ Fax: _____

Email: _____

Room: _____ Rate: _____

Pool: _____ Rate: _____

Gym: _____ Rate: _____

Other: _____ Rate: _____

A refundable damage deposit of \$_____ is required upon signing this agreement.

Total Amount required on signing: \$_____

Payment is Due: Upon signing this agreement and 15 days before event.

Receipt/s will be issue.

Cancellation: Must be cancelled 10 days prior to arrival without penalty applied.

Arrival Date/Time: _____ Departure Time: _____

Number of Persons: _____ approximate

Meeting Type: _____

Set up requirements: _____

The Renter agrees to accept the facility as is, and there is no warranty expressed or implied as to the suitability, by The Kelsey Centre. The Renter agrees to use the premises at their own risk.

The Kelsey Centre will be harmless from all and any legal liability to any persons or from any damage to the property of others. All Liability is the responsibility of the Renter. The Renter agrees to follow Fire Bylaws and Regulations, and to keep exits clear. The Renter agrees to leave the premises in a cleaned state. A cleaning charge will be applied if not left in a clean manner.

The Kelsey Centre will provide a cleaned room.

The Kelsey Centre will provide usage of tables and chairs.

Please sign the following as agreement to these policies

Signature: _____ DATE _____

Please do not hesitate to call us with any questions/concerns.

Telephone: 250-282-5500 email – kelseycentre@saywardvalley.net

**Darlene Zapp
Facility Manager,
Kelsey Centre, Sayward B.C.**

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