



PIERS ISLAND IMPROVEMENT DISTRICT

P.O. Box 2223 Sidney, BC V8L 3S8

FIRE HALL RENTAL AGREEMENT

Please remember that this is the Piers Island Volunteer Fire Department Hall and Training Facility. Hall rental does not include access to the mezzanine, office or vehicle bays, and the vehicle bay driveway and overhead doors must be kept clear at all times for emergency call-outs.

We are a community that functions by the good will and efforts of residents who volunteer so please respect the need to keep our Fire Hall clean and in good working order!

CHECKLIST

Please check mark list, leave a completed copy in the kitchen and make your payment to the PIID Finance Administrator.

Note: The blue bin and composting program is for island sponsored events only!

Please take away all your garbage, recyclables, compost and refundables!

KITCHEN – Kitchen items i.e. glasses, cutlery, etc. are to be used inside the hall only.

- Wash all dishes and cutlery, put away and leave dishwasher empty and turned off.
- Clean and dry sinks, microwave, stove, oven, coffee makers, teapots, countertops.
- Take away all leftover food, plastic cutlery, paper plates and napkins, etc.
- Launder dishcloths, tea towels, linens and return to the fire hall (via sponsor if req'd).

MAIN HALL – Chairs and tables to be used inside only.

- Restack all chairs and put away under stairs.
- Wipe down and restack all tables.
- Restore library corner as found.

WASHROOMS

- Take away waste and used sanitary product bags.
- Clean and dry sinks.
- Clean toilets and urinal.

ALL FLOORS – Kitchen, Washrooms, Main Hall

- Sweep, vacuum entrance and library carpet.
- Mop floors, hang mop by side of recycling frame to dry.



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DEPARTURE

- Remove ALL items you brought to the hall/kitchen.
- Turn off fans and lights.
- Turn off heat.
- Make sure all 3 doors are locked.
- Return key in exterior lockbox located left of main entrance.
- Deliver completed checklist to Finance Administrator, Brent Schorr, at Lot #20.

RENTAL FEES

Hall \$10.00 per hour for hall only
 Hall and kitchen \$100.00 per 12 hours for hall and kitchen

Should cleanup be found unsatisfactory an additional clean up charge @ \$40/hr. will apply!

Payment is made to *PIID* (Finance Administrator, Brent Schorr, Lot #20, finance@piersisland.ca)

Signature of rental group organizer	Date	Time in	Time out
Print name of organizer			
Island sponsor's name	email	Lot #	