

RENTAL AGREEMENT

We are a community which functions by the good will of resident/volunteers.

This firehall is a community centre as well as officially the fire department training room.

Please respect the need to keep our Hall and associated space: Library, Kitchen, Washrooms clean and in good working order! Capacity of the building is 100 persons. This does not allow for seating or tables.



CHECKLIST

The Blue bin and Composting program is for islanders sponsored events only!

- ☛ Please check mark list, leave a copy in the kitchen & make your payment to the * PIID Finance Administrator

KITCHEN - All kitchen items i.e. glasses, cutlery etc. are not to be used outside

- 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 via islander sponsoring the rental

☛ **PLEASE 'TAKE AWAY' ALL YOUR GARBAGE, RECYCLABLES, COMPOST, & REFUNDABLES**

MAIN HALL - Chairs and tables to be used inside only!

- Restack all chairs and put away under stairs
- Wipe Down & 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 the floors, hang mop by side of recycling frame

DEPARTURE

- Remove ALL items you brought to the Hall/Kitchen
- Turn off fans & lights
- Turn off all heat
- Make sure all 3 doors are locked
- Return key in exterior lockbox found on the left of main entrance
- Give completed copy of this checklist and money owing to finance@piersisland.ca

☛ **RENTAL FEES:**

Hall \$10.00 per hour for Hall only

Hall & Kitchen.... \$100.00 for Hall and Kitchen per 12 hours

Tables, Chairs, Linens and all kitchen equipment not to be used outside the Hall

- ☛ **PLEASE NOTE:** Should cleanup be found unsatisfactory an additional clean up charge @ \$40/hr will apply!

- ☛ Please pay PIID (Piers Island Improvement District): * finance@piersisland.ca

SIGNATURE OF RENTAL GROUP ORGANIZER

Date _____

Time In _____

Time Out _____

Print name

Piers sponsor - Name, email and lot#