



2111 Walkers Line
Burlington ON L7M 0Z2
Phone 905-335-0090

Email: office@GraceUnitedChurchBurlington.com
www.GraceUnitedChurchBurlington.com

2022 LONG TERM RENTAL AGREEMENT - SANCTUARY

Rental Date:

Name of Group:

Address:

Rental Fee: \$135.00 /hour

Contact Person:

Phone:

Email:

Type of Event:

Start Time of Event:

End Time of Event:

Frequency of Event:

Note: Should the rental exceed the time stated by 30 minutes or more, you will be charged for an additional hour.

The renter agrees to abide by the conditions set out in Grace Terms of Use Agreement. The renter understands that Grace United Church is not responsible for lost or stolen articles and/or injuries incurred, and that the renter is responsible for damages incurred.

Signed: X _____ Date: _____

TERMS OF USE AGREEMENT - SANCTUARY

Grace United Church Protocol during COVID-19 Pandemic

Grace United Church for the purposes of this rental agreement is considered to be an indoor meeting or event space.

Renters Must:

1. The Capacity for each space will be the LESSER OF:
 - i. the capacity set by the church for space (200) or
 - ii. capacity as directed by Provincial government regulations
 - iii. UNDER NO CIRCUMSTANCE IS THIS CAPACITY TO BE EXCEEDED. The Facilitator will be responsible for enforcing this rule. It is the requirement of the Facilitator to be up to date on these Provincial regulations.
2. **Follow all local, provincial and federal COVID-19 protocols**
3. Where entry will be via the lobby, the lobby is an entry/exit area only while transitioning to the rental space.
4. If children are being dropped off to attend a program, leaders will be required to greet and return children at the doors of the building and parents will NOT be allowed to wait anywhere inside the building.
5. **Communicate expected practices ahead of time** to people entering:
 - i. **Follow all local, provincial and federal COVID-19 protocols**
 - ii. Before leaving home self-assess for fever, cough, shortness of breath, sore throat, loss of taste or smell, generally feeling unwell
 - iii. Stay home if symptomatic.
 - iv. Clean hands on entry and exit
 - v. Practice respiratory etiquette (cough or sneeze into elbow or a tissue)
 - vi. Do NOT use the coat room. Keep all personal belongings with you.

References:

1. [Ontario government COVID-19 public health measures and advice](#)

All rentals

1. The renter, if a corporation, is responsible for obtaining \$5 Million in liability insurance. The renter, if a non-corporation, is responsible for obtaining \$2 Million in liability insurance. Proof of this will need to be provided to the office before an agreement is finalized.
2. Signed Rental Agreements, Certificate of Insurance and payment are due 30 days prior to the rental. Upon receipt of these items a key will then be signed out.
3. Monthly rental cheques are due on the first of the month.
4. Cheques are to be made payable to Grace United Church or e-transfers can be made to donations@GraceUnitedChurchBurlington.com. Please write your groups name on the memo line.
5. Grace United Church has made every attempt to ensure the safety of building users by stipulating usage and cleaning guideline responsibilities, as laid out in this contract. Grace United Church is not responsible for ensuring that these guidelines are adhered to by the user groups. **It is the responsibility of individuals and groups using the premises to follow the guidelines, as outlined in their user agreement.**
6. Renters are reminded that there are often renters using the space immediately following their time allocation and are asked to leave in a timely manner.
7. The renter is fully responsible for any and all damage to church facilities. In some cases, Grace may ask the renter for a damage deposit. Renters are to leave the premises in the same condition as when they arrived.
8. Groups using the sanctuary will remain sensitive to the fact that it is a consecrated space.
9. Grace is a busy place—several groups may be using various parts of the building at the same time, please be considerate of noise levels.
10. Grace is a **nut free and scent sensitive environment**. Please help us be an inviting space for everyone.
11. We do NOT allow alcohol or permit smoking/vaping on the premises.
12. We do NOT permit gambling, including bingo or raffles. Activities involving fundraising, even by non-Grace groups, must be in keeping with Grace's Fundraising Policies. Please see church office for details.
13. We permit physical activities that do NOT require equipment such as aerobics, dance, tai chi, yoga, etc. We do NOT permit any contact sports or sports requiring any equipment such as soccer, floor hockey or basketball.
14. All groups must be out of the building by 10:30 p.m. unless the renter has made special arrangements with the church office.

15. Grace will try to give as much notice as possible regarding their facility needs. However, in the event that the church requires a certain room for a funeral or for a special congregational activity, renters will be asked to reschedule their function. The rental fee for that month will be adjusted.
16. If the renter will not be using the space at a certain time and gives Grace notification of non-usage the rental fee for that month will be adjusted.
17. Long-term rental agreements will have a three-month probationary period, and then will be reviewed before renewal. Renewals of rental agreements will be at the discretion of Grace United Church Property Committee.
18. Grace United Church is NOT responsible for any equipment or items stored by renters on the premises.
19. All long-term renters must give at least 4 weeks' notice before termination of their agreement.

Name

Date

Signature

In case of emergency please contact:

1. Bob England: mobile (905) 467-7814, residence (905) 319-0021
2. Kathryn Munn: mobile (905) 464-1917
3. Ross Stephen: mobile (905) 320-5594, residence (905)335-2099
4. Garry MacDonald: mobile (905) 599-6922, residence (905)336-2238

Grace United Church Property Committee
2111 Walkers Line, Burlington, ON L7M 0Z2
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