

BARRIE MUNICIPAL NON PROFIT HOUSING CORPORATION

COMMON ROOM AGREEMENT

You must be a current tenant in good standing with Barrie Municipal Non Profit Housing Corporation.

Please note that you are signing a binding contract. Please read it carefully and understand exactly what you are signing.

I _____, the tenant of property _____ unit # _____

wish to reserve the common room at _____ on the following date:

Month _____ Day _____ Year _____ From _____ To _____

1. No admission will be charged for the function which may be generally described as follows:

_____.

Number of people attending _____

2. The function will end and the room will be closed by 11:00 p.m.

3. The stated function will not be changed.

4. The lessee must be present at all times. Please initial _____

5. During the period in which the lessee has the room rented, the lessee agrees to accept full responsibility and liability for any and all breakage and damage to the premises including all the outside grounds and patio/balcony area.

6. If damages occur, the lessee will be charged.



7. I agree to save Barrie Municipal Non Profit Housing Corporation harmless and indemnify the corporation from and against all loss, costs, claims and demands, in respect of any injuries, loss or damage which occurs during the period I have reserved for my personal use.
8. It is understood and agreed that there will be no gambling or games of chance.
9. There will be no alcoholic beverages allowed in the common room under this agreement.
10. I agree that if there is excessive noise or a disturbance in the common room or area surrounding the complex, the police may be notified.
11. I agree not to use adhesive tape of any description (except masking tape) to affix decorations to the painted walls, door panels or wood area and similar finishing within the common room and to remove any such tape used to clean/repair any marks left by the masking tape.
12. I agree to remove all personal belongings and decorations including all objects not owned by the corporation and/or tenant association after my function.
13. I agree that the following cleaning duties will be my responsibility and will be completed by 11:00 p.m.
 - a) vacuum all furniture and carpeting
 - b) cleaning of all tables and chairs
 - c) cleaning counter tops, floor, sink, fridge and stove in the kitchen
 - d) the gathering up of all refuse left by the function anywhere in the party room, the washrooms or grounds of the corporation and deposited into the proper receptacles.

Note: If any of the above conditions are not met, the lessee will be charged the cost required to restore the same.

14. The kitchen facilities are for the warming and storage of food only. There is no cooking of any kind allowed in the kitchen. All functions are to be catered or the food is to be warmed only.
15. I am aware of the location of all exits, fire pull stations and have read and understand the fire procedures (see attached).
16. This agreement cannot be completed by any tenant in arrears to Barrie Municipal Non Profit Housing Corporation or who has been served with a Termination Notice of any description within the last 6 months.
17. A \$20.00 charge per key or fob will be levied to your account if the key or fob have not been returned to the site office within 48 hours of your event ending.

I have read and understand and agree to follow the agreement as set out.

Dated at _____ this _____ day of _____ 20_____.

Tenant's Name (please print) _____

Tenant's Signature _____

I _____ have inspected the premises used by the above mentioned tenant in connection with this contract and with the exception of the deficiencies or damages noted attached, the common room and areas have been cleaned as required under this agreement.

Superintendent's Signature

Notes:



IF YOU DISCOVER A FIRE:

1. Get people out of the room or area, close the door to the room or area and activate the red alarm pull station IMMEDIATELY.
2. Notify the Fire Department at 911 . Give them the street address of the building where the fire is
3. Vacate the area via the nearest safe exit.

AT THE SOUND OF A FIRE ALARM:

1. Proceed to the nearest safe exit and evacuate outside.
2. WALK. Do not run. Shut all doors behind you and proceed along corridors in a quiet, orderly manner. Do not push or jostle. If you encounter heavy smoke, keep low (crawl). Use the wall to guide you to the nearest exit. If smoke is heavily concentrated in the exit, DO NOT attempt to exit by that means of egress. Proceed to an alternate exit. When you have reached the outside of the building, move away from the doorway to allow others behind you to emerge from the exit.
3. Proceed to the assembly area for your building
4. Persons with disabilities that can not evacuate safely, should proceed to the closest area of refuge until such time as evacuation assistance can be summoned.
5. DO NOT GO BACK INTO THE BUILDING FOR ANY REASON UNTIL THE FIRE DEPARTMENT HAS GIVEN ITS PERMISSION TO DO SO.

Exits:

Familiarize yourself with your nearest two exits. Throughout the building there are special signs denoting exits. Watch for directional arrows on the signs.

Fire Alarm Stations:

These are colored red and located at all exits and other strategic locations. To operate, pull handle down. This will sound an alarm throughout the building - alerting building occupants of the fire condition. Call the Fire Department at 911.

Extinguishers:

These are located at strategic locations and are for the emergency use. Please familiarize yourself with their proper applications and operation.

If the fire is small enough to put out with a portable extinguisher, use the PASS technique outlined as follows:

- Pull the pin
- Aim at the base of the fire
- Squeeze or press the handle
- Sweep the nozzle, horn or hose from side to side until the fire goes out.