

Bangladesh Center
Bangladesh Canada Association of Edmonton
4271 95 Street NW, Edmonton, AB T6E 5R6
Phone: 780 450 0450 Email: Bangladesh.Center@bcae.ca

RENTAL AGREEMENT

Between

Bangladesh Canada Association of Edmonton [BCAE]

and

_____ [RENTER, organization /individual]

For Use of the BCAE Bangladesh Center, 4271 95 Street NW, Edmonton, AB T6E 5R6

This Agreement is made on _____ (day, month, year) and is in effect
until _____ (day, month, year)

Renter (Organization/Individual): _____ Represented by:

_____ Phone: _____ E-mail: _____

Renter/Representer Driving License Number: _____

Copies of the front and the back side of the Diving License **must** be provided.

Is the renter a member of Bangladesh Canada Association of Edmonton? Yes No

Name of Event: _____

Description of Event: _____

Date of Event: _____ (day, month, year) Time of Event: _____ to

Expected attendance: _____ Liquor to be consumed? Yes No

Proof of insurance **must** be provided to BCAE as specified on 5.3. Upon receiving the insurance information, **BCAE will fill the following portion:**

Name of the insurance provider: _____ (Policy #) _____

Agreement

1. The rental space includes (areas) _____ of the Bangladesh Center. All points in this agreement are in reference to these areas unless otherwise specified.

2. This agreement shall be in effect for the specified duration. The duration of rent is from _____ of _____ (day, month, year) to _____ of _____ (day, month, year)

3. The rent shall be \$ ____ per day for _____ (day, month, year).

Total rental amount is payable either by check (payable to Bangladesh Canada Association of Edmonton) or by Interact E-Transfer (email: finance@bcae.ca) at least three (3) days prior to the Event.

4. For each day's rental, a security deposit equivalent to a day's rent is also payable three (3) days in advance. The security deposit paid is \$ _____ (check/e-transfer) via check no. _____ dated _____ (day, month, year)

5. This rental agreement is subject to the Terms and Conditions specified in this agreement. I hereby acknowledge that I have carefully read the above, and did receive a duplicate electronic signed copy of this agreement on _____ (day, month, year)

THIS AGREEMENT EXECUTED on behalf of:

BCAE:
Signature: _____ Print
Name: _____

Contact:
BCAE Bangladesh Center

4271 95 Street NW, Edmonton
Edmonton, AB T6E 5R6
Phone: 780 450 0450
E-mail: Bangladesh.Center@bcae.ca

RENTER:
Signature: _____
Print Name:

Contact:
Phone: _____
Email: _____

Terms and Conditions

1. RENTAL

1.1. The RENTER agrees to provide B C A E with the damage deposit, rental deposit and balance of rental payment in the form of check or e-transfer in accordance with the dates stated on page 1.

1.2. The RENTER agrees to pay the BCAE an additional rental rate of \$_____ for every hour of occupancy after the expiry of the rental period stated on page 1 of this agreement.

1.3. Suppose the RENTER fails to use the premises for the rental date referred to on page 1. In that case, BCAE may deduct from the damage deposit the amount of \$_____ as liquidated damages unless the RENTER has given BCAE at least 10 days' notice that it will not be using the premises on that date or BCAE is able to re-rent the premises for that date.

1.4. Subject to any Clause of the agreement that authorizes BCAE to deduct money from the damage deposit, BCAE will return the damage deposit to the RENTER within 14 days of the rental date.

2. FACILITY CARE AND CONDITION

2.1. The RENTER and BCAE representative will conduct an inspection of the facility and equipment prior to *commencement* of the rental event and identify any damages or other conditions present. The RENTER and BCAE representative will conduct a second inspection *following* the rental event to identify any damages to the facility and equipment arising from the RENTER'S event. The CHECK IN / OUT REPORT attached to this agreement will be used for this purpose.

2.2. The RENTER will be given a key/passcode which the RENTER agrees to return by _____ (day, month, year) and the doors and windows are securely locked upon leaving time of _____ ensure that all the facility.
. The RENTER agrees to

2.3. The RENTER shall remove all garbage and clean the premises immediately after the rental period. The RENTER further agrees to abide by any additional requirements regarding facility condition and care attached to this agreement. If the RENTER fails to comply with this Clause and any additional requirements, the RENTER agrees that BCAE may deduct from the damage deposit the cost of doing the cleaning and performing other remedies at the rate of \$_____ per hour.

3. RENTER'S RESPONSIBILITY

3.1. The maximum total capacity of the premises for the purposes of the RENTERS' use is _____. The RENTER agrees to ensure that this capacity is not exceeded.

3.2. Setting up and arranging tables and chairs and FIREPROOF decorations.

3.3. Strictly observe the liquor laws of the Province of Alberta and comply with conditions specified in any liquor permits.

3.4. Assume full responsibility for the discipline of members and guests and others who may be in attendance and to see that orderly conduct is maintained both inside and in the immediate vicinity outside the facility.

3.5. Restrict use of the facility to the purpose stated on Page 1 of this agreement (TYPE OF EVENT) and not permit the use of the facility for any other purpose without the prior, express and written consent of BCAE or BCAE's representative.

3.6. Not to use the facility in any manner that will increase risks covered by insurance on the facility and result in an increase in the rate of insurance or a cancellation of any insurance policy.

- 3.7. Renters are not allowed to assign or sublease the facility, or any right or privilege connected with the facility, or allow any other person except agents and employees of the RENTER to occupy the facility or any part of the facility without first obtaining the written consent of the BCAE. A consent by BCAE shall not be a consent to a subsequent assignment, sublease or occupation by other persons. Any unauthorized assignment, sublease, or license to occupy by the RENTER shall be void and shall terminate this lease agreement at the option of BCAE.
- 3.8. Not to keep, use or sell anything prohibited by any policy of fire insurance covering the facility, and shall comply with all requirements of the insurers applicable to the facility necessary to keep in force the fire and liability insurance.
- 3.9. Not to allow any waste or nuisance on the facility or use or allow the facility to be used for any unlawful purpose according to bylaws of the City of Edmonton and laws of the Province of Alberta and the Dominion of Canada.

4. LIABILITY AND INDEMNITY

- 4.1. The RENTER agrees that it will indemnify and save harmless BCAE and the City of Edmonton from any and all liability, loss, or other damage claims or obligations resulting from any injuries or losses of this nature.
- 4.2. BCAE shall not be liable for liability or damage claims for injury to persons or property from any cause relating to the occupancy of the facility by the RENTER, including those arising out of damages or losses occurring on sidewalks and other areas adjacent to the facility during the term of this lease agreement or any extension of such term.

5. INSURANCE

- 5.1. The RENTER shall obtain commercial general liability insurance coverage to protect against liability for damage claims through public use of or arising out of accidents occurring in or around the facility. The insurance policy shall provide a minimum coverage amount of \$2,000,000. The insurance policy shall also provide coverage for contingent liability of BCAE on any claims or losses.
- 5.2. If alcohol is being served at any time during the event, the RENTER **must obtain host liquor liability insurance** in accordance with the number of guests anticipated to be in attendance.
- 5.3. The insurance policies shall be delivered to BCAE on or before the date the RENTAL FEE PAYMENT, as per page 2 of this Agreement. Commercial liability insurance may be obtained from:
<https://fosterpark.ca/quote/facility-rentals>
- 5.4. BCAE may cancel the event if an insurance certificate is not provided as specified in 5.3.

By signing below, the RENTER acknowledges having read the contents of this agreement.

RENTER: _____(signature)

Note: Two copies be made with one to retain in Bangladesh Center file and one to return to the RENTER.