



**Condolences/Azza
Rental Application Form**

3020 Woodroffe Ave, Nepean, ON, K2J 4G3

Phone: 613-440-6300

Email: info@snmc.ca

A-Personal/Organization Information

Name: _____

Organization: _____

Address _____

Phone: _____ Alternate Phone: _____

Email: _____

Reservation Details:

Number of People: (including children) _____

Date Required: _____ Program Start time _____ (am / pm). Program end: _____ (am / pm)

B-Rates:

Please note that the minimum rental fee is \$75 per hall for 3 hours. An additional fee of \$30 per hour/hall will be applied for any extra time.

C-Location requested (select one or more):

HALL	CAPACITY	
1. Basement Hall A	(up to 100)	<input type="checkbox"/>
2. Basement Hall B	(up to 100)	<input type="checkbox"/>
3. Basement Hall C	(up to 100)	<input type="checkbox"/>
4. Basement Hall D	(up to 100)	<input type="checkbox"/>

D-Terms and Conditions:

1. Shoes are not allowed in the downstairs. The renter is responsible for ensuring that guests leave their shoes in the main entrances before they go to the downstairs.
2. SNMC reserves the right to cancel any activity that fails to meet the conditions.
3. Activities must be limited to facilities/areas assigned for the event.
4. The number of people attending the event must not exceed the number specified in the application.
5. The renter is responsible for setting up and dismantling of the provided materials (tables, chairs, etc.).
6. The renter is responsible for garbage collection at the end of the event and disposing it to the garbage containers located in the parking lot near the school.



7. In any case, the renter is always responsible for cleaning up the rented hall/s, and kitchen. If the responsibility is not fulfilled by the renter, the security deposit will be used to cover costs related to cleaning of the facilities.
8. Food is not allowed at CONDOLENCE events. Beverages will be allowed in the designated areas only. SNMC will provide access to the kitchen #2 located upstairs if available.
9. The use of equipment from OUTSIDE is not allowed.
10. Based on event, damage deposit of \$200, will be used to cover costs related to cleaning and/or property damage during the event.
11. Renter is responsible for any loss or damage to halls, appliances and fixtures, thereof.
12. During the event, the applicant(s) bears responsibility for payment of any fee(s) charged by the Municipality or Fire department for a false fire alarm, or any such emergency.
13. Any individuals affiliated with the applicant and/or event will not under any circumstances hold SNMC responsible for any claims regarding damages against persons or property which may be brought about during or as a consequence of this event/activity.
14. The applicant must ensure that parking rules are followed on SNMC premises.

E-Mandatory Security Deposit: \$200 (cheque or cash only)

- Cash
- Cheque

THE APPLICANT HEREBY AGREES TO ABIDE BY ALL APPLICABLE REGULATIONS DURING THE RENTAL OF THE FACILITY FROM SNMC ON THE DATE AND TIME AND AT THE RATE SHOWN. THE APPLICANT FURTHER ACCEPTS ALL OF THE ABOVE CONDITIONS AND ACKNOWLEDGES THAT SHOULD THEY FAIL TO COMPLY WITH THEIR OBLIGATIONS AS LISTED ABOVE, THEIR EVENT MAY BE CLOSED DOWN.

APPLICANT SIGNATURE	DATE	APPROVED BY	DATE