

OR SHALOM SYNAGOGUE

710 East Tenth Avenue
Vancouver, BC Canada V5T 2A7
Tel (604) 872-1614 Fax (604) 872-4406
orshalom@telus.net



Registered Charitable Organization
13228 1676 RR0001

**OR SHALOM
BUILDING RENTAL AGREEMENT**

I, _____ representing the following
group / organization / myself: _____

agree to rent space at **Or Shalom, 710 E. 10th Ave, Vancouver, BC V5T 2A7.**

The rental will be from Date: _____ Time: _____
until Date: _____ Time: _____

Event Description: _____

Expected # of Participants: _____

The rental shall be limited to the following areas (circle one fee):

	<u>Members</u>	<u>Non-Members</u>	
Multi-Purpose Room only	\$350	\$500	
Multi-Purpose Room & Kitchen	\$450	\$600	
Sanctuary only*	\$350	\$500	*Sanctuary use is subject to appropriateness of event.
Sanctuary*, Multi-purpose, & Kitchen	\$500	\$700	

Plus: Damage/cleaning deposit (refundable): \$200 \$200

Total Fee (payable at the time of booking): _____

All rates are per 6-hour day or per evening. Fees for longer periods, or regular bookings, are negotiable.
The fees cover room rental, washrooms, coat areas, etc. as is reasonable, custodial, and building access.

I HAVE READ AND HAVE RECEIVED A COPY OF THE BUILDING RENTAL TERMS, AND AGREE TO BE BOUND BY THEM.

Signature _____ **Name (please print)** _____

Address: _____

Phone: _____ **Email:** _____

ON BEHALF OF OR SHALOM _____

OR SHALOM

BUILDING RENTAL TERMS

I/we agree to rent space from Or Shalom subject to the following conditions:

- 1) I will complete the "Building Rental Agreement" form.
 - 2) I will pay all fees (including a damage/cleaning deposit) at the time of booking. A member may rent for a group of which he/she is a part at the member rate, provided the member is in attendance at the event. In the case of financial hardship, I may request a fee reduction for my private event (not applicable to group events).
 - 3) I will make arrangements with the Or Shalom office manager, including having my caterer contact her (if applicable) 2 weeks in advance of my event.
 - 4) The building is normally locked and alarmed, and that only certain people are authorized to unlock it. Therefore I will enter the building only at a time agreed to with Or Shalom, will not leave the building vacant and unlocked at any time, will not leave the building in the charge of other persons, and will ensure the building is locked when I leave or make firm plans with Or Shalom concerning its closure.
 - 5) Or Shalom is in a residential neighbourhood and wishes to maintain good relations with neighbours. I will ensure that no unreasonable noise or other disruption take place which might annoy the neighbours.
 - 6) Or Shalom follows a policy of Kashrut (keeping kosher) which involves a prohibition against any meat products, poultry or shellfish in the building. I will observe Or Shalom's Kashrut policy. I have received a copy of the Or Shalom Kashrut guidelines.
 - 7) Food or drinks are not permitted in the Sanctuary. The entire building is a non-smoking area.
 - 8) The kitchen is not included in the rental unless specified in advance. The offices are always out-of-bounds.
 - 9) It is the renter's responsibility to maintain the cleanliness of the building and to return the building as clean as it was found or better immediately following my event.
 - return all furniture to its original place
 - all floors to be swept (washed, if anything sticky spilled)
 - kitchen dishes must be washed and put away, counters clean.
 - garbage to be collected in garbage bins, but not be taken out.
- I am aware that the condition in which I receive the building may vary depending upon when in the weekly cleaning schedule (currently Monday and Friday afternoons) I receive it. This means I may to do a clean-up before my event if the building is not ready. I will plan ahead.
- 10) Renters are responsible for any damage to Or Shalom property that occurs during their event.
 - 11) Or Shalom is not responsible for injuries, or lost, damaged or stolen property of renters, their suppliers, or guests.

Updated: September 3, 2010