

Facilities Rental Guide

Rental Fees (does not include GST)

Area	Hourly Rate	Half Day*	Full Day**
Education Classroom	\$40	\$140	\$240
Learning Annex	\$40		
Boardroom	\$40		
CEC Indoor Space	\$75	\$280	\$520
CEC Outdoor Artificial Turf Play Area	\$65	\$240	\$440
Private Dog Park	\$45	\$320	\$280

*A half day is four hours, plus a half hour before and after for set-up and cleaning.

**A full day is 8 hours, plus a half hour before and after for set-up and cleaning.

Education Classroom

Our spacious and clean education classroom can be used for seminars, courses, Scouts groups, presentations, parties, and more.

The Classroom has a smartboard with a wireless remote/laser pointer that is connected to our in-house computer or you can bring in your own laptop. The room has a sink and plenty of counter space. It can fit up to 40 people and there are plenty of chairs and eight 6' foldup tables available for use.



Learning Annex

Our bright and spacious Learning Annex can be used for meetings, presentations, parties and more.

Plenty of natural light fills the room due to extra-large windows leading out to the patio – which is also available if required. The standard set-up fits 12 people around 4 large tables but can be rearranged to fit up to 30 people. This room also contains a fridge and a television for your use. The television can be connected to your laptop if required.



Boardroom

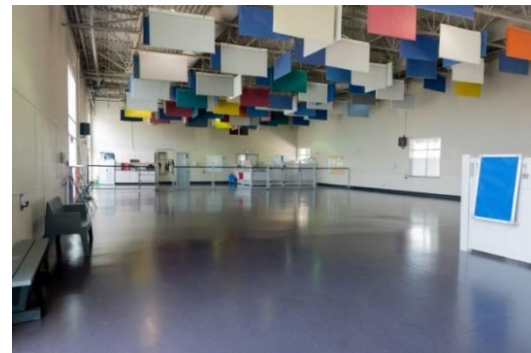
Our bright and comfortable boardroom can be used for meetings, presentations, team building and more.

Our Boardroom contains a projection screen, a whiteboard, and two speaker phone systems for conference calls. It can fit up to 10 people, but extra chairs can be provided if required.



CEC Indoor Space

The Canine Enrichment Centre Indoor rental space is a modern, clean, 5000 square foot heated and air-conditioned facility. We use proven, effective methods and products to ensure expert sanitization and disease control. In fact, our indoor space offers a completely sealed floor for easy clean up and ultimate sanitization.



CEC Outdoor Artificial Turf Play Area

Our large outdoor patio is complete with a 5000 square foot turf yard with canine play equipment and a 6 foot, slatted, chain link fence. Poop bags are supplied.



Private Dog Park

Our private dog park has real grass, for an extra enriching experience and a 6 foot, slatted, chain link fence. Poop bags are supplied.



FACILITIES RENTAL AGREEMENT

Organization/Tenant's Name:

Address:

City:

Postal Code:

Email:

Primary Phone Number:

Preferred form of contact:

Email

Phone

***Payment Method:**

Credit/Debit Card

Cheque

* Invoicing available upon request and approval.

50% of the rental fee is required upon signing the rental agreement. The remaining 50% is due on the date of the event.

Rental Space:

Education Classroom

Private Dog Park

Learning Annex

CEC Indoor Space

Boardroom

CEC Outdoor Artificial Turf Space

Approximate number of guests: ___ adults, ___ children, and ___ dogs/cats.

Requested Booking Day, Date and Time:

Start date and time: _____

End Date and Time: _____

Please list other items you will be bringing to the rental.

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Thank you for choosing to book your event with the Edmonton Humane Society, we sincerely hope you and your guests have a wonderful experience at our facility.

Facility Rental Information Guide and Acknowledgement

It is our goal to offer you a safe, secure, comfortable, and clean facility to host your events. Please read the following information thoroughly and initial/sign where indicated. If you have any questions or concerns regarding your rental with The Edmonton Humane Society please call us and we will do our best to accommodate your needs.

HUMANE TREATMENT: Any person using the facilities of The Edmonton Humane Society must agree to use humane training methods that would reflect the Edmonton Humane Society's training philosophy of positive reinforcement. Specifically, no shock, pinch/prong, or correction (choke) collars will be allowed, no pinning, ear-pinching, and no harsh or inhumane treatment. Any person(s) performing inhumane acts toward any animal while on premises will be asked to vacate immediately and may not return.

GUESTS: The Tenant Assumes 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 and will ensure adequate adult supervision for anyone under the age of 18. Children less than 12 years of age must always be accompanied by an adult while on the premises.

CLEAN UP: Premises must be left in an orderly and clean state. A \$50 Cleaning Fee will apply if extra cleaning is required by staff.

EQUIPMENT (GENERAL): Any equipment handled by you (the tenant) or your participants shall be handled with care and respect. Equipment must be returned to its original designation after use; in a safe and careful manner as prescribed by the facility's Manager.

DAMAGES: Any equipment damage must be reported immediately to the facilities Manager. Damages to any equipment or property of The Edmonton Humane Society will be the sole responsibility of the tenant.

SMOKING: The Edmonton Humane Society has a strict no smoking policy. There are two designated areas for smoking. If anyone is seen smoking anywhere but the designated area will be asked to leave the property immediately.

ALCOHOL: If you wish to serve alcohol at your event, a special event liquor licenses can be obtained from retail liquor stores, general merchandise liquor stores, or general off-sales rooms. The Alberta Gaming and Liquor Commission (AGLC) establishes the rules and defines the range of public establishments in which liquor can be sold or consumed and therefore, all wet events must provide The Edmonton Humane Society with a legitimized copy of the obtained license for the event

SECURITY: It is the sole responsibility of the tenant to provide any necessary security services. The Edmonton Humane Society retains the authority to remove or have removed any persons from the facility or property if it is felt that any part of this agreement has been contravened, or that the facility is not being used for the purpose for which this agreement is intended; or that the renter is not complying with the Liquor Control Act, the regulations under the Act, as well as the policies of the Alberta Liquor Control Board

PERFORMANCE: The Parties agree to do everything necessary to ensure that the terms of this Agreement take effect.

CURRENCY: Except as otherwise provided in this Agreement, all monetary amounts referred to in this Agreement are in CAD (Canadian Dollars)

MODIFICATION OF AGREEMENT: Any amendment or modification of this Agreement or additional obligation assumed by either Party in connection with this Agreement will only be binding if evidence in writing signed by each Party or an authorized representative of each Party.

TIME OF THE ESSENCE: Time is of the essence in this Agreement. No extension or variation of this Agreement will operate as waiver of this provision.

ENTIRE AGREEMENT: It is agreed that there is no representation, warranty, collateral agreement or condition affecting this Agreement except as expressly provided in this Agreement.

ENSUREMENT: This Agreement will ensure to the benefit of and be binding on the Parties and their respective heirs, executors, supervisors, administrators, successors, and permitted assigns.

TITLES/HEADINGS: Headings are inserted for the convenience of the Parties only and are not to be considered when interpreting this Agreement.

GENDER/SEX: Words in the singular mean and include the plural and vice versa. Words in the masculine mean and include the feminine and vice versa.

GOVERNING LAW: It is the intention of the Parties to this Agreement that this Agreement and the performance under this Agreement, and all suits and special proceedings under this Agreement, be construed in accordance with and governed, to the exclusion of the law of any other forum, by the laws of the Province of Alberta, without regard to the jurisdiction in which any action or special proceedings may be instituted.

WAIVER: The waiver by either Party of a breach, default, delay, or omission of any of the provisions of this Agreement by the other Party will not be construed as a waiver of any subsequent breach of the same or other provisions.

INDEMNITY CLAUSE: The Client agrees to indemnify and hold harmless the Edmonton Humane Society of and from any and all claims, demand, losses, cause of action, damage, lawsuits, judgments, including reasonable attorneys' fees and costs, arising out of or relating to any breach by the Consultant of this Agreement.

DEPOSIT POLICY: The Client will be responsible to pay a 50% deposit upon the signing of this agreement. 50% deposit = \$_____ plus GST.

CANCELLATION POLICY: The Client will be able to cancel their rental up until 20 business days in the advance with no charges. Between 3 and 19 days, a \$25 administrative fee will be charged on any cancellation of a half or full day rental. If the Edmonton Humane Society receives notice less than 3 business days notice, the Client will forfeit their deposit.

The Edmonton Humane Society may terminate this agreement with the client at any time, without notice or payment in lieu of notice, for sufficient cause. In these cases, the client will receive their full refund.

I, _____ accept the terms and instruction expressed in this document and by signing this document, agree that as a subscriber of it, may be held responsible for the actions of others attending my gatherings at the Edmonton Humane Society.

IN WITNESS WHEREOF the Parties has duly affixed their signatures under hand and seal on this ___ day of _____ month _____ year.

_____ Manager/Supervisor/Administrator, Social Enterprise Signature	_____ Client/Organization Signature
_____ Job Title	_____ Print Name
_____ Date Signed	_____ Date Signed

The Edmonton Humane Society ("EHS") is collecting your personal information for purposes of Better understanding our Users; improving our Services; to protect against, identify, or address wrongdoing; to enforce our Terms of Service; to manage your account and provide you with customer service; and to generally manage the Services and our business. We may use your Registration Information to provide services that you request. We may generate reports and analysis based on the Registration Information for internal analysis, monitoring and marketing decisions. From time to time, we may use your personal information to send important notices, such as communications about purchases and changes to our terms, conditions, and policies. Because this information is important to your interaction with The Edmonton Humane Society, you may not opt out of receiving these communications. By signing this consent form / acknowledging your understanding, you are providing consent to EHS to collect, use and disclosure your personal information for these purposes. EHS will only use and disclose your personal information for these purposes, unless otherwise authorized by law, or unless you provide your consent to use or disclose your personal information for other purposes. If you have any questions with respect to this collection of your personal information, please review our Privacy Policy, available online at https://edmontonhumanesociety.com/wp-content/uploads/2018/11/Edmonton-Humane-Society-Privacy-Policy_11192018.pdf or contact our Director, Human Resources and Workforce Development at 780-229-2940

For Office Use Only	
Deposit Paid:	Date:
Received By:	
Remaining Balance Paid:	Date:
Received By:	
Entered into Calendar:	Staff Assigned:
Staff Received and Reviewed Rental Agreement:	