

**ALGONQUIN ISLAND ASSOCIATION**  
18 Wyandot Avenue Algonquin Island Toronto Ontario M5J 2E6

[aiabookings@gmail.com](mailto:aiabookings@gmail.com)

416-203-0965

**The Algonquin Island Clubhouse is a non-profit community facility run by a volunteer board. Please respect the building, its surroundings and the adjacent residential neighbourhood.**

**AIA CLUBHOUSE RENTAL CONTRACT**

**APPLICANT NAME** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_

**PHONE (home)** \_\_\_\_\_ **(work)** \_\_\_\_\_

**E-MAIL** \_\_\_\_\_

**The applicant** \_\_\_\_\_, **hereby contracts to rent the Algonquin Island Association (AIA) Clubhouse for the following occasion:**

**Function** \_\_\_\_\_

**Date(s)** \_\_\_\_\_

**Times** \_\_\_\_\_

**Number of People** \_\_\_\_\_

**Rental Fee** The applicant agrees to pay, thirty days in advance of the above event date, the sum of \$ \_\_\_\_\_ as a non-refundable fee for the use of the AIA Clubhouse.

**Damage Deposit** A damage/cleanup deposit of \$ \_\_\_\_\_ is required at the time of confirmation of the booking (ie. the signing of the contract) which amount will be refunded if, after inspection, the Clubhouse and grounds are found in a clean and undamaged condition. Any expense on the Association's part to return the building to normal will be subtracted from the deposit.

**Cancellation** If the applicant cancels the booking two months or more prior to the event, an administrative fee of \$50 for a one-day booking or \$100 for a two-day booking will be deducted from the damage deposit. If the applicant cancels the booking within the two-month period prior to the event, they forfeit the entire damage deposit.

**Liability** The applicant assumes sole liability for, and agrees to indemnify and save harmless the AIA, its officers, directors and associated members in respect of any personal injury, property loss or damage or any other claims or costs (including, but not restricted to, those arising or alleged to arise out of negligence of the AIA, its officers, directors or associated members or any failure of any of them to comply with the duties or standards of care imposed by law on an owner or occupier) occurring during the time period specified above, or from the time the keys to the premises are given to the applicant or representative until they are returned to an authorized representative of the AIA (whichever period is longer), or otherwise arising out of the use of or attendance at the premises by the applicant. The party renting the clubhouse agrees to abide by the rules and conditions stated on the following page.

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**RULES AND REGULATIONS FOR RENTERS**

1. **Sound systems** are to be operated only indoors and kept at a quiet volume after 11:00 p.m. The AIA is a community facility and is located adjacent to residences. Noise must be kept at a minimum.
2. At 11:00 p.m. **windows** and **doors** facing the community to the east and south are to be closed.
3. The premises are to be restored to their original state of **cleanliness** and **repair**. **Garbage** must be taken to the designated garbage area and recyclables must be bagged and placed in the designated recyclables area.
4. Organizers are to be in control of the event at all times and the applicant is responsible for the **orderly conduct of participants**. Organizers are responsible for obtaining a liquor permit and for adhering to its rules. Organizers agree not to serve **alcoholic beverages** to minors. NOTE: Liquor permits must be applied for at least 30 days in advance from an LCBO outlet.
5. Children at the event may use the **playground**. Organizers are responsible for returning it to a clean and tidy state after the event. This is a special place for young children and must be protected from litter, glass, dog feces, cigarette butts, etc.
6. **Smoking** in or near the playground is prohibited by law.
7. **Open flames, confetti, rice, flower petals, bird seed or similar materials** are not to be used in the building or on the premises.
8. The applicant is responsible for **repairs** and/or **replacement costs for damages** incurred as a result of the event. Such costs will be deducted from the damage deposit.
9. The Clubhouse **key** will be given to you by the Bookings Coordinator (416-203-0965) and must be left in the building after your event.
10. Renters are responsible for **removal of empty wine and beer bottles**. If left at clubhouse renters will be charged a fee of \$50.00.

The undersigned agrees to abide by the above rules and regulations and to be present at the event.

Applicant \_\_\_\_\_ Witness \_\_\_\_\_  
Printed Name Printed Name

Applicant \_\_\_\_\_ Witness \_\_\_\_\_  
Signature Signature

This \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ at Toronto

Please provide an alternate contact person in the event you can not be contacted:

Name: \_\_\_\_\_

Tel: (day) \_\_\_\_\_ (evening) \_\_\_\_\_ (cell) \_\_\_\_\_

Please mail completed application with deposit and post-dated cheques to:  
Bookings Coordinator, Algonquin Island Association  
18 Wyandot Avenue, Algonquin Island, Toronto, Ontario, M5J 2E6  
Phone: 416.203.0965

<b>FOR OFFICE USE ONLY</b>	
AIA approval by _____ date _____	
Total fee: _____ Deposit: _____ Date Rec'd: _____ cash/cheque	
Clean up report date: _____	
_____ satisfactory	
_____ unsatisfactory – reason : _____	
Damage report date: _____	
_____ satisfactory _____ unsatisfactory	