PARK PLACE MEADOWS CONDOMINIUM CORPORATION NO. 062 1415 SOCIAL ROOM CONTRACT

[www.ppmcondos.ca](http://www.ppmcondos.ca/)

**SOCIAL ROOM – CONDITIONS OF USE AGREEMENT**

To book use of the social room, please read the Conditions of Use Agreement and complete the Booking Application.

1. Renters of the Social Room **must comply with this user agreement**.

**This rental agreement can be denied, varied, or terminated at the discretion of the Board of Directors when deemed necessary.**

1. Renters must return room to original condition. Ensure garbage is properly disposed of and all areas are cleaned. Each booking is subject to a MANDATORY cleaning fee of **$35.00/booking (cash or cheque payable to Park Place Meadows Condo Plan # 0621 415)**.
2. A **damage deposit cheque of $100.00 from the renter** is to be made payable to **Park Place Meadows Condo Plan # 062 1415** when the application is filled out and returned to the Key Holder.

4. **Liquor license.** If alcohol is available, a liquor license ([*AGLC*](https://aglc.ca/liquor/liquor-licences)) must be purchased and present during the event. Failure to obtain a license when alcohol is sold will result in permanent loss of the Social Room as well as a monetary fine. No alcohol may be consumed outside the Social Room or Building.

# Room, including clean-up, must be vacated by 11pm.

1. **No smoking**. In accordance with the City of Edmonton Bylaw #6177, all common areas of Park Place Meadows (including the Social Room) are non-smoking.
2. **No animals** are permitted in the Social Room, with exception of service dogs.
3. **Furniture/equipment available for use**. The Renter is responsible for the setup of any tables and chairs required. At the completion of the event, the Renter must ensure all tables; chairs, etc. are cleaned, folded, and returned to the storage room.
4. **Return room to original condition.** Ensure any decorations are removed, garbage is properly disposed of, and all areas used are cleaned.
5. **Use respect.** The Renter accepts full responsibility for the behaviour of their guests. Please show consideration for the facilities and its contents and use as intended.

All activities must be kept solely to the Social Room and no other Common Areas of the community including the foyer. Should the gathering become rowdy or uncontrolled, Edmonton Police Services will be called, the Social Room closed, and the Renter and guests will be required to leave the Social Room and Common Areas immediately. The door to the social room should remain closed for the duration of the activity.

1. **Upon completion of the Social event and corresponding clean-up** a “walk through” of the Social Room

will take place with the Renter and the Key Holder at which time the room key is to be returned.

1. **Security**. It is the Renter’s responsibility to ensure doors are locked and the Social Room and contents

are secure when the key is in the Renter’s possession. The Renter will be held liable for any theft and/or

damage that may occur – while the Social Room is in use or due to the room not being properly.

secured.

1. **Park Place Meadows shall not be liable** for any damages resulting from injury, illness, loss, or theft to any person or persons using the facility.

# This rental agreement can be denied, varied, or terminated at the discretion of the Board of Directors when deemed necessary.

1. According to fire regulations the social room maximum capacity is 38 people if the event has food. The maximum capacity for an event without food is 49 people.

# Room availability and capacity are subject to all Alberta Health Services (AHS) guidelines, such as COVID-19 Public Health Restrictions.

1. The Social Room may not be rented for events that are for profit; for example, Tupperware, Partylite, and cosmetic parties are not allowed. The Social Room may only be rented for **entertainment purposes** such as birthday parties and showers.

Non-adherence to the bylaws can result in a monetary fine(s) according to PPM Condos Bylaws for violators. All Owners/Tenants are advised to review the Condominium Bylaws – available at [www.ppmcondos.ca](http://www.ppmcondos.ca/).

**PARK PLACE MEADOWS (PPM) CONDOMINIUM NUMBER 062 1415** [**WWW.PPMCONDOS.CA**](http://www.ppmcondos.ca/)

SOCIAL ROOM

Booking Application

**Instructions:**

* + Read and understand the Social Room Conditions of Use Agreement.
  + Submit the completed Booking Application form to Key Holder - email scanned copy to [meadowsbookings@hotmail.com](mailto:meadowsbookings@hotmail.com) or slip under Manager’s Room door located on the second floor near the middle elevators.
  + Once the booking application is approved, you will be sent an email confirmation. Please arrange to submit the damage deposit ($100.00) and cleaning fee ($35.00) – cash or cheque (payable to **Park Place Meadows Condo Plan # 062 1415**).
  + The Key Holder will give you the Social Room access key 24 hours prior to the booking time requested.
  + If you cancel more than one booking during the calendar year without giving 48 hours’ notice you will automatically lose the damage deposit of$100.00.

***Personal Information Protection Act*** (**PIPA) Consent**

To permit Victorian Management Limited (VML), on behalf of the Board, to be able to contact you directly and complete your request to rent the Social Room, please complete the following form. By completing this application, you give consent for VML to process this form and contact you. You have the right to cancel your consent at any time in the future.

For questions about the collection and use of this personal information, contact the Board via the Condominium Manager, Richard Garside via

[**richard@victorianmanagement.ca**,](mailto:richard@victorianmanagement.ca) 780.463.0066, 4255 53 Ave NW, Edmonton, AB T6B 3P4.

Rental Information

Condo #:

Name of Owner:

Name of Renter:

Tel. #: Email:

Function Information Purpose of Function:

Date(s) Requested: MM/DD/YYYY Start Time: End Time:

Approx. # of Attendees: Number of Households:

Alcohol will be available? **YES *(liquor license MUST be purchased****,* [*AGLC*](https://aglc.ca/liquor/liquor-licences) *-* [*https://aglc.ca/liquor/liquor-licences*](https://aglc.ca/liquor/liquor-licences)*)*

NO

Fees and Deposits

$100.00 Deposit (Cash or Cheque payable to Park Place Meadows Condo Plan **# 0621 415**) Deposit submitted by Cheque # or Cash

Deposit returned on: MM/DD/YYYY Returned to whom:

$35.00 Cleaning Fee (Cash or Cheque payable to Park Place Meadows Condo Plan **# 0621 415**) Fee submitted by Cheque # or Cash

Date: MM/DD/YYYY

Understanding of Agreement

 I acknowledge that I need to follow AGLC guideline about serving liquor.

I acknowledge that I need to vacate the room by 11pm.



I have read and understand the Social Room Conditions of Use Agreement and agree to comply and accept responsibility.

Renter’s Name: Date: MM/DD/YYYY (Please print)

Renter’s Signature:

Keyholder Checklist

* Coffee Table 2 Side Tables
* 2 Sofas Pictures
* 1 Hall Table and Runner 2 Round Tables
* 16 Chairs
* 2 Long Tables