

CONDITIONS OF USE AGREEMENT

To book the guest suite, please read the Conditions of Use and complete the Booking Form.

1. I **acknowledge** that I must comply with the conditions of use, as per this agreement.

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

2. Cost of rental is **\$35.00 (cash) per day**. The maximum number of days per booking is seven.
3. Renters must return the room to its original condition. Ensure garbage is properly disposed of and all areas are cleaned. Each booking is subject to a **\$35.00/booking** (cash or cheque payable to **Park Place Meadows Condo Plan # 0621 415**) cleaning fee.
4. A **damage deposit of \$200.00** (cash or cheque payable to **Park Place Meadows Condo Plan # 0621 415**) is required from the owner/renter not from the guest using the suite.
5. The front door FOB also requires a deposit cheque for \$100.00, payable to **Park Place Meadows Condo Plan # 062 1415**. The cheque will be returned once the FOB has been given back.
6. **Return room to original condition.** Ensure garbage is properly disposed of and all areas are cleaned.
7. **Check-out from Guest Suite is 11:00 AM** at which time a “walk through” of the suite will take place with the Renter and the Key Holder. If all is in order the damage deposit will be returned. If damages or loss of property has occurred and this amount exceeds the amount of the damage deposit, remaining charges will be billed back to the Owner.

Note that 11:00 AM is firm – deviation from this time will result in a monetary loss of \$100.00.

8. **Use respect.** The Owner accepts full responsibility for their guests. Please show consideration for the suite and its contents.
9. **No pets.** No pets allowed except a “Certified Service Dog,” no exceptions.
10. **Security.** It is Renter’s responsibility to ensure doors are locked and the Guest Suite and the contents are secure when the keys/FOB are in Renter’s possession. The Renter will be held liable for any theft that may occur from the Guest Suite due to the suite not being properly secured.
11. **Capacity** is two adults and two children under the age of 16.
 - **Suite availability and capacity are subject to all Alberta Health Services (AHS) guidelines, such as COVID-19 Public Health Restrictions.**
12. **Converge nor the Board shall not be held liable** for any damage resulting from injury, illness, loss or theft to any person using the facility.

PARK PLACE MEADOWS CONDOMINIUM CORPORATION NO. 062 1415

GUEST SUITE CONTRACT – BOOKING FORM

www.ppmcondos.ca

Instructions:

- Read and understand the Guest Suite Condition of Use Agreement.
- Submit the completed Booking Application form to Key Holder - email scanned copy to 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 (\$200.00) and cleaning fee (\$35.00) – cash or cheque - (if front door FOB is requested an additional cheque in the amount of \$100.00 is required) made payable to **Park Place Meadows Condo Plan # 062 1415.**
- The Key Holder will give you the guest suite access key 24 hours prior to the date booked.
- Not adhering to the check-out time of 11:00 AM will result in a monetary fine of \$100.00.
- 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 Converge on behalf of the Board, to be able to contact you directly and consider your request to rent the guest suite, please complete the following form. By completing this application, you give consent for Converge 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 Converge Condo Management, Dan Shumilin, dan@convergecondo.com, 587-462-6762, 11810 Kingsway NW, Edmonton, AB, T5G 0X5.

Rental Information			
Registered Owner(s) Name		Unit	
Primary Contact Number		Primary Contact Email	
Date of Arrival Name of Renter		Date of Departure	
Understanding of Agreement			
Owner's Signature	I have read and understand the Guest Suite Conditions of Use Agreement and agree to comply and accept responsibility.		
Date			

Checklist

\$200.00 Deposit (Cash or Cheque payable to Park Place Meadows Condo Plan # 0621 415)

Deposit submitted by Cheque # _____ or Cash _____

Date: 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

\$35.00/night Rental Fee (Cash)

Total # of Nights: _____ at \$35.00/night = total cash submitted: _____

Date: MM/DD/YYYY

Keyholder Checklist

APPENDIX "A" of Room Items:

- | | |
|---|---|
| <input type="checkbox"/> Queen size bed with mattress cover | <input type="checkbox"/> 1 Cookie tray |
| <input type="checkbox"/> 1 Table and 2 chairs | <input type="checkbox"/> 1 Dish rack |
| <input type="checkbox"/> Queen size bed with mattress cover | <input type="checkbox"/> Various utensils, including: 2 spatulas, 3-piece flipper set, bottle & can openers |
| <input type="checkbox"/> 1 Table and 2 chairs | <input type="checkbox"/> Set of salt and pepper shakers |
| <input type="checkbox"/> 1 Armchair with decorative pillow | <input type="checkbox"/> Colander |
| <input type="checkbox"/> Small fridge | <input type="checkbox"/> 4 Piece bowl set |
| <input type="checkbox"/> Television and Blu Ray player with PVR and 3 remote controls | <input type="checkbox"/> 14 Piece cutlery set |
| <input type="checkbox"/> 1 Side table | <input type="checkbox"/> 2 Cutting boards |
| <input type="checkbox"/> 1 Lamp | <input type="checkbox"/> Clock |
| <input type="checkbox"/> Coffee makers – drip and Bosch | <input type="checkbox"/> 3 Drawer dresser |
| <input type="checkbox"/> Microwave | <input type="checkbox"/> 1 Frying pan |
| <input type="checkbox"/> Toaster | <input type="checkbox"/> 1 Dyson Fan |
| <input type="checkbox"/> Dish set for 4 | <input type="checkbox"/> 2 cooking gloves/pads |
| <input type="checkbox"/> 12 Glasses | <input type="checkbox"/> 12 cloth hangers |
| <input type="checkbox"/> Cutlery set for 4 | <input type="checkbox"/> Fruit and veggie utensil |
| <input type="checkbox"/> 7 Piece pot and pan set | |