

AN-NOOR SCHOOL FACILITY USE & RENTAL AGREEMENT

This Facility Use & Rental Agreement (the “Agreement”) is entered into between An-Noor School / Windsor Islamic High School (“School”), located at 5791 N Townline Rd, Amherstburg, Ontario N9V 2Y9, and the undersigned applicant (“Renter”).

1. Purpose and Scope

The School permits limited, temporary use of its facilities strictly for lawful, approved purposes. This Agreement governs all use of the Gymnasium, Cafeteria, Kitchen, or any other approved space (collectively, the “Facilities”). No tenancy, leasehold interest, or exclusive possession is created.

2. Priority of Use

The School and its programs shall at all times have priority over any external booking. The School reserves the right to cancel or interrupt any booking where required for School use, safety, compliance, or policy reasons.

3. Eligibility and Approval

All requests are subject to review and written approval by the School’s Reservation Committee. Submission of a request does not constitute approval. The School may approve, deny, revoke, or impose conditions on any booking at its sole discretion.

4. Fees and Deposit

All fees are assessed per four-hour booking, inclusive of set-up and clean-up time.

Facility	Fee (per 4 hours)	Notes
Cafeteria	\$300	Includes tables and seating
Gymnasium	\$1,000	Includes basic facility access
Kitchen	\$100	Warming only; no cooking permitted
Security Deposit	\$200 (refundable)	Applied to cleaning or damage if required

All fees and deposits must be paid in full prior to facility use. The School reserves the right to withhold or apply the security deposit toward cleaning, repairs, or damages.

5. Permitted Hours

Facilities may be used only during the approved time window. Weekend and holiday use is limited to 10:00 a.m. – 10:00 p.m. Weekday use is limited to 4:00 p.m. – 10:00 p.m.

6. Conduct and Use Restrictions

All activities must comply with Islamic values, School policies, and applicable laws. The following are strictly prohibited:

- Smoking, vaping, alcohol, drugs, or illegal substances
- Music, dancing, or activities inconsistent with Islamic morals
- Extremist, radical, hateful, or violent content or advocacy
- Cooking (warming only permitted in approved kitchen areas)
- No food or drinks in prayer areas

Youth events require adequate adult supervision at all times.

7. Cleaning and Care

The Renter is responsible for leaving the Facilities in the same condition as received. This includes removal of decorations, disposal of garbage, cleaning of tables, floors, and kitchen surfaces where used. Any damage must be reported immediately.

8. Damage and Liability

The Renter accepts full responsibility for any damage caused by attendees, guests, vendors, or equipment. Repair or replacement costs exceeding the deposit shall be payable by the Renter.

9. Insurance and Indemnity

The Renter releases, indemnifies, and holds harmless the School, its directors, officers, employees, volunteers, and members from all claims, injuries, losses, or damages arising from use of the Facilities, except where caused by the School's gross negligence.

10. Cancellation and Termination

The School may cancel or terminate this Agreement at any time for safety, policy violations, misrepresentation, or operational necessity. Refunds, if any, are at the School's discretion.

11. No Assignment

This Agreement may not be assigned or transferred without written consent of the School.

12. Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario.

13. Entire Agreement

This document, together with the approved Facility Reservation Form, constitutes the entire agreement between the parties and supersedes all prior discussions or understandings.

14. Signatures

By signing below, the Renter confirms that they have read, understood, and agree to all terms of this Agreement.

Renter Name: _____

Signature: _____ Date: _____

For An-Noor School / WIHS:

Authorized Signatory: _____ Date: _____

**5791 N TOWNLINE RD
AMHERSTBURG, ONTARIO N9V 2Y9
Phone: (519) 966-4422
www.annoorschool.ca**

Please return the completed form at least one week in advance of the date requested to ensure a timely reply

Applicant: 		Group/Organization: 	
Address: 		Number of people attending: 	
Email address: 		Phone: 	
Function to be held: 			
Function Free/Open to Public: · No · Yes · Waive-Fee Request – <i>by Allah I affirm that no funds are to be collected in any way, in connection with this function: Initials</i>			
Day(s) needed: · Mon · Tue · Wed · Thu · Fri · Sat · Sun			
One-Time function	Date:	From to (max. 4 hours*)	
Recurring function	Start date:	From to (max. 4 hours*)	
	Frequency:	<i>*Including set-up and clean-up time</i>	
Other instructions/Comments:			
<p>The individual/group/organization requesting the use of the <i>School</i> facilities hereby absolves the AnNoor School/WIHS, its leadership, and Members of any liability for personal injury to any individual, loss to any personal property resulting from the use of the <i>School Facility</i> and agrees to follow SCHOOL RESERVATION POLICY, leave the <i>Facility (Cafeteria/Gym)</i> in its original set up and assumes responsibility for any cleanup or property damage resulting from the carried function/activity. <i>Rent can be paid at AnNoor or WIA office or via email money transfer.</i></p>			
Signature: Date:			

FOR OFFICE USE ONLY

- Not approved, reason:
- Approved
- Fee Waived – *WIA/School* program
- Fee Waived -- Free/Open educational religious programs
- 30% OFF -- Frequent reservation
- 10% OFF -- *WIA* Member in good standing

Total to be paid in full: \$ (*including \$200 refundable deposit*)

Comments:

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Name/Signature: Date:

REFUND

- Full refund · Partial refund

Amount Refunded: \$

Name/Signature: Date:

Comments:

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