



FAIRFIELD GONZALES  
COMMUNITY ASSOCIATION  
the place to connect

# Memo of Understanding for Renters

## *In addition to the FGCA Terms & Conditions of Agreement*

By initialing below you acknowledge that you understand and agree to the following;

	Initial
<p><b>I have read the insurance requirements. <u>Insurance is due 7 days before the rental date.</u></b></p> <p>Required to show proof of insurance coverage that indemnifies the Fairfield Gonzales Community Association of any liability. There are several ways that these requirements can be met at a minimal cost:</p> <p>A house insurance policy may be able to be expanded to include our facility A business can add a Ryder that includes our facility for one time or multipurpose uses</p> <p>The City of Victoria makes it easy for users of our facility to purchase insurance, contact: <b>Darlene Hammond, Permit Clerk, City of Victoria, 250-361-0361</b> <a href="mailto:dhammond@victoria.ca">dhammond@victoria.ca</a> <b>The insurance provided by the City of Victoria does not cover COVID19</b></p>	
<p><b>Full payment is due 7 days before the rental date.</b></p>	
<p><b>Any changes to rental dates will be submitted in writing</b></p>	
<p><b>Renters will pay the \$50 fee if fire rescue responds to a false fire alarm.</b></p> <p>This can happen due to; candles near smoke detectors, not using the hood fan on the stove, tampering with the detectors, etc.</p>	

<p><b>Renters will take any excess garbage &amp; recycling away with them.</b> Our facility cannot manage all renter garbage &amp; recycling.</p>	
<p><b>Will adhere to maximum occupancy limits/room capacity.</b> 30 people in the Large Out of School Room 15 In the Youth Space 50 in the Garry Oak Room 10 in Corinne's Kitchen</p>	
<p><b>Will vacate the space promptly at end-time.</b></p>	
<p><b>Will accept direction from FGCA staff in charge of the premises and treat any such employees with respect.</b></p>	
<p><b>We do not provide any equipment or materials beyond the use of a fridge, stove, and sanitizer during the time of rental. Renter must provide own kitchen and cleaning equipment and materials</b></p>	
<p><b>The kitchen must be cleaned and sanitized after use</b></p>	
<p><b>Submit a Covid Safety Plan at least 7 days before the rental date. If Covid Safety Plan is not submitted, your rental will be canceled</b></p>	
<p><b>Will cancel the booking if showing symptoms of COVID19:</b> Including fever, chills, new or worsening cough, shortness of breath, sore throat, muscle aches, or headache. <b>Cancellations will be refunded</b></p>	
<p><b>Will ask any person attending the rental, who is showing symptoms of COVID19, to vacate the building.</b></p>	
<p><b>Will carefully read and adhere to all FGCA signage regarding COVID19.</b></p>	