



Memo of Understanding for Renters

In addition to the FGCA Terms and Conditions of Agreement

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

	Initial
<p>I have read the insurance requirements.</p> <p>Our insurance provider requires that any renter who:</p> <ul style="list-style-type: none">▪ Invites the public into the building▪ Books multi day workshop/retreats/events▪ Holds events that involve liquor or food <p>Is required to show proof of insurance coverage that indemnifies the Fairfield Gonzales Community Association of any liability. There are a number of ways that these requirements can be met at a minimal cost:</p> <ul style="list-style-type: none">▪ A business can add a Ryder that includes our facility for a one time or multipurpose uses▪ The City of Victoria makes it easy for users of our facility to purchase insurance, contact: Darlene Hammond, Permit Clerk, City of Victoria 250-361-0361 dhammond@victoria.ca	
<p>Will accept direction from FGCA staff in charge of the premises and treat any such employees with respect.</p>	
<p>Full payment is due upon booking.</p> <p>Full payment secures the booking. Cancellation may occur up to seven (7) days prior to your booking, at which point a refund is possible, minus a booking fee of \$42.00 which includes the GST. After 7 days, a refund will not be issued.</p>	
<p>I will pay the \$50 fee if fire rescue responds to a false fire alarm.</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>I will take any garbage & recycling away with me.</p> <p>Our facility does not have the capacity to manage all renter garbage & recycling.</p>	
<p>I will not use flammable candles or helium balloons</p>	
<p>Will vacate the space promptly at end-time.</p>	