

ALBERTA BIBLE COLLEGE 2023-2024 BUILDING RENTAL AGREEMENT & APPLICATION

FUNCTION OR SERIES OF FUNCTIONS

Only one application is required. This is a combined use application form and will be used for all functions. Please note that Alberta Bible College reserves the right to reject rental applications that are not consistent with or conducive to its mission.

REGULATIONS AND GENERAL INFORMATION

A. Building Availability

Alberta Bible College reserves the right to cancel bookings with adequate notice in the event of school events. In the event of being cancelled, bookings will be rescheduled or rent refunded.

B. Rent*

	Rate	
Gym	\$90.00/hr	
Chapel/Theatre (Multi-purpose)	\$80.00/hr	Additional \$10/hr charge for use of ABC electronics.
Large Room	\$60.00/hr	Additional \$10/hr charge for use of ABC electronics
Small Room	\$50.00/hr	Additional \$10/hr charge for use of ABC electronics
Student Centre	\$70.00/hr	Additional \$10/hr charge for use of ABC electronics
Cleaning Fee	\$10.00	
Storage Space	Independently negotiated	

C. Cancellation Policy

Your signed rental agreement represents your commitment to pay for the dates which you have listed. A contracted event can be cancelled up to 2 weeks prior to the event and will be credited or refunded. The signee on the lease will be held responsible for the payment of the rental fees applicable for that scheduled time if cancellation is less than 2 weeks.

D. Building Access

1. The building will be staffed with an ABC custodian at all times.
2. **Please limit yourselves and any guests to the areas that you have booked.**

E. Equipment

1. Some instructional aids (LCD projectors, etc) may be made available for an additional fee.
2. Sports equipment such as volleyball standards, nets, and floor hockey nets will be made available upon request. No expendable equipment such as balls are available for use.
3. **Storage of equipment belonging to rental groups is not available.**
4. Sound in the multi-purpose room is available for an additional charge conditional to availability of a trained operator.

F. Footwear

1. Only footwear that is not considered harmful to the gym floor will be permitted.

G. Activities Permitted

1. Regular indoor sports are permitted in the gym. No roller skates, roller blades, or skateboards are allowed.
2. Indoor soccer is permitted with an indoor soccer ball only.
3. No baseball, football or other outdoor sport is permitted.
4. Food functions are permitted only by permission in restricted areas.

H. Damages

Renters are responsible for any damages and will be billed for repairs that occur as a result of misuse or vandalism of the facilities.

I. Animal Policy

Alberta Bible College will comply with provincial laws regarding guide dogs and service dogs to ensure that the ABC campus and college-related activities are safe, welcoming, and accessible for all participants. Personal pets are prohibited. Please see ABC's *Guide Dog and Service Dog Policy* for further details.

J. General Prohibitions

Alberta Bible College is a smoke-free and alcohol-free building. There will be no exceptions.

Alberta Bible College is not responsible for personal injury, lost, stolen or damaged goods or equipment, or any items belonging to the users during the use of the facilities.

BUILDING RENTAL AGREEMENT & APPLICATION

BOOKING REPRESENTATIVE:

Name: _____ Address: _____

Business Phone: _____ Home Phone: _____ Fax: _____ E-Mail: _____

ALTERNATE CONTACT PERSON:

Name: _____ Address: _____

Business Phone: _____ Home Phone: _____ Fax: _____ E-Mail: _____

RENTAL INFORMATION:

Name of Group: _____ # of Participants: _____ Renewal: Yes / No Adults / Children

Facility Areas Requested: ☐ Gym ☐ Chapel/Theatre (Multi-purpose Room) ☐ Large Room ☐ Small Room

DATES & TIMES REQUESTED:

Weekly/Monthly Rental dates and times:

Start date: _____

End Date: _____

Requested Exceptions (i.e. Christmas, Easter, Holidays or specify which long weekends you will not use facility):

Name & Phone No. of Person Supervising while in Facility: _____

AUTHORIZATION TO USE A CREDIT CARD FOR THE FIRST OF EACH MONTH DURING THE RENTAL PERIOD MUST ACCOMPANY THIS APPLICATION. THIS RENTAL AGREEMENT IS VALID UNTIL AUGUST 31, 2024.

CREDIT CARD AUTHORIZATION: Card No.: _____ Expiry Date: ____/____/____

Name of Card Holder: _____ Signature of Card Holder: _____

I have read the regulations and general information above and agree to the terms and conditions thereon.

RELEASE OF LIABILITY: I understand and agree that Alberta Bible College, her trustees, and employees are released from any and all liability under the terms of this rental agreement. Under no circumstances will legal action be brought against Alberta Bible College, her trustees, or her employees, by anyone directly or indirectly associated under the terms of this rental agreement. I also certify that my organization and/or all members of this rental group hold current liability coverage.

Applicant Signature

Date