

Pickering Islamic Centre Application for Rental - Multi-Purpose Hall

Name: _____
First Middle Last

Address: _____
Apt/St No Street Name City Postal Code

Phone: _____ E-mail: _____

Date of Event: _____ Booking Time: _____ To _____ Partition: Yes No

No of People Attending: _____ Dinner Lunch Other: _____

No of Tables: _____ No of Chairs: _____ Mic: Yes No

I'll ensure that the catering containers/cases/cartons and all such related material will be promptly removed from the PIC premises the day of the event.

The kitchen would be left in a clean condition as it was received by the renter, else cleaning charges would apply. **I also agree to the rental terms and conditions of Pickering Islamic Centre as stated on the back of this application.**

The user is liable to pay for all damage to equipment, furniture, or property.

Pickering Islamic Centre will not be held responsible for any injury or for the loss or theft of any articles belonging to anyone attending the event.

Waiver of Liability

Release, Hold Harmless and Agreement Not to Sue

I, hereby release, discharge, and agree not to sue Pickering Islamic Centre for any injury, death, or damage to or loss of personal property arising out of, or in connection with, my or my guest's participation from whatever cause, including the active or passive negligence of a scheduled event or any other participants in the facility. In consideration for being permitted to participate in the use of Pickering Islamic Centre facilities, I hereby agree, for myself, my heirs, administrators, executors, and assigns, that I shall indemnify and hold harmless Pickering Islamic Centre from any all claims, demands, actions or suits arising out of or in connection with my participation in the facility.

Signature

Date

For Office Use

Description	Charges
Refundable Security Deposit (\$300.00)	\$
Charges for Hall	\$
Tables & Chairs (Station)	\$
Microphone	\$
Total Charges	\$

***Hall Rent: \$250 + Each Station @ \$15/ consisting of 1 round table + 8 chairs / Mic \$50
Sunday events will cost additional \$50.00***

Approved By: _____ Signature: _____ Date: _____ Receipt No: _____



Pickering Islamic Centre

مسجد عثمان

FACILITY USAGE TERMS AND CONDITIONS

- The Pickering Islamic Centre and its employees will not be held responsible or liable for any personal injury or for the loss or theft of any article belonging to person/persons/organization attending the function.
- The Management will, from time to time, determine the hours for the availability of the facility.
- A deposit of \$300.00 for B/Multipurpose Hall and \$100 for Prayer Halls Facility may be required to cover damages and / or overtime of the caretaker/employee of PIC. User shall be responsible for any damage to PIC property, furniture, or equipment.
- While at our premises we anticipate modesty is observed in dress and behavior. Failure to do so may result in an abrogation of the contract.
- **No Sandals allowed onto the carpet area of the hall or the stage.**
- Un-Islamic activity such as lottery, game of chance, or any shade and form of gambling, music, etc. shall be strictly forbidden within the premises of Pickering Islamic Centre. These activities shall warrant immediate cancellation of the permit.
- The entire premises of Pickering Islamic Centre (including Parking Area) are a **NO SMOKING** zone.
- All equipment and items not belonging to Pickering Islamic Centre must be removed after the end of the function.
- Fire and safety regulations must always be adhered to.
- PIC caretaker or any other designated employee shall oversee the premises.
- Food/refreshments will be served only in the designated area.
- When leaving the premises, you will ensure that the hall and the foyer area is clean, and all garbage is properly placed in the garbage cans.
- No fundraising activity will be allowed to any individual or organization, unless approved by the Shura in advance.
- If the booking is over 80 people, the client must provide volunteers to help with the set-up and takedown after the event.
- **Any extension to the allotted time of function/activity will cost an extra \$25/hour after 11PM**
- **A 15% service charge will be deducted on cancellation (if cancelled less than a week from the date of the event).**
- **Pickering Islamic Centre reserves the right to cancel and/or alter the permit any time. However, this will not be an arbitrary decision.**

Name of Individual/Organization

Signature

Date