

Overview

The Rotary Trailer is owned and operated by the Rotary Club of Campbellford. We are a Charitable organization made up of members from our community who volunteer their time and money to provide service to others. Our Club is unique in that we own the Rotary Hall and the Rotary trailer which we make available for use by groups and individuals in our community at little or no cost. While we are not in the rental business, it is our hope that users who are not being charged a rental fee, will consider a donation towards the costs of the utilities being provided.

This rental agreement reviews the parameters surrounding the use of the Rotary Trailer.

Purpose:

The purpose of this policy is to clearly outline the procedures to be followed by any group, organization or individual using the Rotary Trailer.

Objectives:

This policy has been developed to ensure that the Rotary Trailer is used in a fair and responsible manner.

Booking:

Use of the Rotary Trailer must be booked through Rotarian Christina (Chris) Garden, via email at Rentals@CampbellfordRotary.ca or via phone to Chris at 705 313 5984

A facility “User Application/Agreement” must be completed for review by Chris. Priority will always be given to “Not-For-Profit” organizations. User privileges may be cancelled at any time if all user policies are not adhered to, and this strongly applies to the cleanliness of the Rotary Trailer when returned.

A Group Contact Person must be identified who will be responsible for signing the “User Application/Agreement” on behalf of an organization.

Rotary Trailer Rental & Equipment Terms & Agreement

** A non-refundable Deposit of \$50.00 may be required to secure basic equipment rental. All fees will be determined according to the fee schedule herein. Deposit will be returned after post event inspection and return of key. (*Key pick up/drop off to be discussed with Rotarian contact*)

1. Whoever signs below as the "Rentee" shall assume the responsibility to see that the following rules are adhered to.
2. Not-for-profit groups or Registered Charities are not required to pay the full rental fee.

Liability Waiver

3. In an effort to ensure personal and property safety and security while using the Rotary Trailer, it is required that individuals and groups assume responsibility through their own insurance program for any events that may occur while using this trailer. Evidence of liability insurance may be required.
4. The Rotary Club of Campbellford assumes no liability or responsibility for any persons participating in or attending an event or program, covered by this agreement.

Rules Related to Rotary Trailer

5. The Rentee is responsible for any damage that may occur to the Rotary Trailer and associated equipment.
6. Users must comply with all Federal, Provincial Laws and Municipal By-laws particularly those pertaining to games of chance, lotteries, gambling and the serving of alcoholic beverage.
7. Any complaints arising from the rental of the Rotary Trailer will be the responsibility of the Rentee.
8. It is your responsibility (mandatory) to clear away ice and/or snow from the Rotary Trailer to ensure safe transportation to and from the pickup/delivery point if you are doing such pickup/delivery.
9. The Rotary Trailer rental agreement only covers the use of the folding tables (30) and stacking chairs (180) and the gas barbeque(s). You are not allowed to use the flat top griddles without specific permission.
10. Propane cylinders, if provided, will be returned full and cleaned with the Rotary Trailer.
11. All tables and chairs will be wiped clean prior to restacking them (no higher than 12 per stack) in the Rotary Trailer.
12. All equipment is properly secured prior to transportation of Rotary Trailer.
13. Do not smoke in the Rotary Trailer.
14. The Rotary Trailer is not available if it needs to be transported more than 25 km from the pickup point.

DEPOSIT REFUND DEPENDANT ON ABOVE ITEMS BEING ADHERED TO AND RETURN OF KEYS, AS APPLICABLE

Rentee initials

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Rotary Trailer Rental Rates (As of May 1st, 2023)

- Rotary Trailer rental fee is \$250

Pick-up and/or Return of Rotary Trailer

- The rentee is encouraged to provide their own pick-up/return of the Trailer. If required and if available, a Rotarian will be available to deliver and pickup the Rotary Trailer containing this equipment to the desired location. The following rates apply:
 - \$25 delivery charge for the delivery of the Rotary Trailer within the Campbellford municipal limits
 - \$50 delivery charge for delivery outside to a maximum of 50 km round trip.

We appreciate your cooperation in the ongoing maintenance of the Rotary Trailer and equipment.

Rentee initials

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RENTEE INFORMATION

Date: _____ Contact Name: _____

Business/Organization: _____

Address: _____

Work Phone: _____ Cell/Home Phone: _____

Email: _____

Date of Function: _____ Type of Function: _____

Start Time: _____ End Time: _____ Expected Attendance: _____

Date & Time of Delivery: _____ Date & Time of Pickup: _____

Address of Venue if Trailer and equipment to be delivered: _____

Total kilometers between Rotary Hall and address of venue: _____ km

Fees

Rental Fee of Rotary Trailer: \$ _____

Delivery/Return of Rotary Trailer: \$ _____

Security deposit: \$ _____

Total Fees: \$ _____

Total Deposit Rec'd: \$ _____

Balance Owing: \$ _____

Is this event for charitable or non-profit purposes and if so, please provide more information on actual event: _____

I have read, understand and agree to abide by the terms of this agreement.

Rentee Signature: _____ **Date:** _____

Rotary Club of Campbellford Representative:

I have collected the DEPOSIT/TOTAL FEE for this function.

Rotarians Signature: _____ Date: _____