

ONGOING FACILITY USE AGREEMENT

BETWEEN:

ST. PAUL'S UNITED CHURCH
454 Egbert Ave, Saskatoon, SK
(subsequently referred to as "St. Paul's")

AND

<TENANT>
(subsequently referred to as "the Tenant")
Saskatoon, SK

The two aforementioned parties agree to the following:

1. **Facility space and term**
 - a. Describe the space available and times available
 - b. washrooms in the Hall and on the upper (main) floor of the building are available.
 - c. access to wireless internet service.
 - d. This agreement shall be in effect from **DATE** to **DATE** (the Term)
2. **Rental Fee**
 - a. Describe the base fee, generally based on \$40/hour although it can be expressed as a fee per session, a monthly fee, or a fee for the duration of the agreement
 - b. In addition to the base fee, there will be a further fee of **\$XX** for the duration of this agreement to cover costs relating to additional cleaning, provision of cleaning supplies, and hand sanitizer, relating to Covid-19 as outlined in St. Paul's Return to Building Plan
3. Any bookings for other events and/or programming will be handled on an individual basis, and become subject to St. Paul's current facility use and rental policy guidelines.
4. The Tenant shall not have access to any other portions of St. Paul's facility except by previous arrangement and with approval from St. Paul's.
5. The Tenant shall comply with the applicable directives contained in the St. Paul's Return to Building Plan, a copy of which is appended to this agreement as Appendix A. The Tenant agrees that St. Paul's may revise the Return to Building Plan at St. Paul's sole discretion. St. Paul's shall provide written updates to the Return to Building Plan as they are approved. The Tenant shall further comply with all applicable provincial health or other guidelines as outlined in the provincial *Re-Open Saskatchewan Plan* or otherwise.
6. The Tenant indemnifies and saves harmless St. Paul's from any and all claims or causes of action of liabilities of any nature whatsoever arising from the Tenant's activities and/or use of St. Paul's property. The Tenant assumes all responsibility for any liability with respect to their equipment and supplies stored at St. Paul's.

7. The Tenant will provide all necessary security and clean-up in relation to its access and use of St. Paul's property, as required by St. Paul's, and which shall be at Tenant's expense. Any security or clean-up that St. Paul's deems necessary and which is provided by St. Paul's shall be to the account of Tenant. Any damage to the property of St. Paul's by Tenant shall be to the account of Tenant. The Tenant shall further ensure that the cleaning required by the St. Paul's Return to Building Plan is completed after every use of the building.
8. The Tenant will provide written confirmation of compliance with provincial health guidelines as outlined in the provincial *Re-Open Saskatchewan Plan* and the St. Paul's Return to Building Plan on the last day of each month during the Term using the form appended to this agreement as Appendix B
9. The Tenant shall maintain a list of individuals participating in their activities and contact information for each individual and provide this to St. Paul's after each use of the building using the form appended to this agreement as Appendix C.
10. The Tenant may use cleaning supplies for sanitizing required under the Return to Building Plan and hand sanitizer supplied by St. Paul's. The Tenant shall supply their own masks for their use the the use of their invitees, and shall not use St. Paul's masks.
11. The Tenant shall immediately report any problems, deficiencies or damage to St. Paul's property to the custodial staff, administrative assistant or minister.
12. The Tenant will use the side entrance doors to the facility and the washroom nearest to the side entrance doors.
13. This Agreement may be cancelled upon 14 days notice by either party to the other. Notice be in writing.
14. The Tenant may not sublet or in any way permit others to utilize its access to St. Paul's property.
15. Use of St. Paul's parking lot is permitted.

Signifying agreement with this contract are authorized officers for each party:

For St. Paul's:

Witness

Administrative Assistant, Zixia Gong

For the Tenant:

Witness

Date _____

Date _____

Appendix A – Return to Building Plan

Please see next page

Appendix B

St. Paul's Return to Building Plan Confirmations

Item	Confirmed by
We did not exceed the permitted number of participants at our event	
We maintained physical distancing	
All of our participants wore masks during their time in the building	
We sanitized our hands regularly throughout our time in the building	
We sanitized all high touch surfaces such as doorknobs, light switches, in the areas we used	
We sanitized tables, chairs, or other furniture we used	
Tenant name:	
Date:	

Appendix C St. Paul's Return to Building Plan Contact Tracing

Name	Email Address	Phone Number
Tenant name:		
Date:		

