

Heart & Hands Rental Agreement

**Heart & Hands Health Collective is located at
851 Cormorant St. Victoria, BC V8W 1R2**

There is 1 hr free parking directly on Cormorant and on Quadra St.

There is 2 hr free parking along Balmoral Rd and Mason St (just east of Cormorant).

*There is also paid 90 min parking further down at Cormorant and Blanchard
(by Ministry of Health).*

Our clinic is accessible by Victoria Transit routes #2, 6, 11, 27, 28

Contact Info:

Name: _____ cell: _____

email: _____

Mailing

address: _____

Rental Dates:

Usage of the space on SUNDAY _____, 20____

Start time: _____ End time: _____

I will require the following equipment _____

Rental fees:

\$20 deposit to be paid minimum 2 weeks prior to rental date

½ day rental fees (\$25-40) _____

Full day rental fees (\$45-70) _____

Alternate agreement _____

****You will receive a receipt for rental fees, emailed to the address you provide above.***

Contact Christina Chan in the case of emergencies,

ph: 250-893-2426 e: heartandhands.acu@gmail.com

H&H alternate emergency contact _____ ph: _____

Internet account: Heart&Hands - guest

Password: *provided with keys*

Terms & Conditions:

- **A \$20 deposit and completion of the rental contract form are required to secure your spot. The renter will arrange to pick-up a key 2-3 days prior to event (once full rental fee is received).**
- Our space is unfortunately NOT child friendly, please arrange for childcare.
- No long distance calls on our office phone. Any outstanding charges will be charged to the renter.
- There is a \$30 charge for lost keys
- Shoes are not permitted on the hardwood floor. Have participants remove shoes by the bench/coat area.
- We are a scent/chemical-free space – please ask permission if you intend on using incense, smudge, essential oils, lotions, etc.
- Food is permitted in the space, but please it contained and tidy.
- Once all the participants have arrived, please lock the front door.
- Participants are NOT to go into our charting/office area.
- Candles may only be used if they are kept in a fireproof container (ie. mason jar), you will be charged a \$30 damage fee if wax/burns/damage is found on the floor or anywhere else in the space.
- The space should be left as you found it, including sweeping the floor, folding blankets, closing windows & blinds, etc.
- Heart & Hands is not responsible for any missing or stolen items. Please be mindful when packing up that you take all of your belongings with you.
- Please do not remove or cover any of the promotional material on display in the space.

Renter's name (print)

Renter's signature

Date