Palgrave United Community Kitchen (PUCK)
Rental Agreement effective October 1, 2026 www.palgravekitchen.org

This rental permit is issued by the Palgrave United Community Kitchen/Palgrave United Church (Hereinafter PUCK/PUC), 34 Pine Avenue, Palgrave ON to (Hereinafter RENTER):

Organization (if applicable): _____

Reserved by (RENTER): _____

Address: _____

City: _____ Postal Code: _____

E-mail: _____

Phone: _____ Cell: _____

Purpose of Use: _____

Facility Rental (check all that apply): Room Equipment Needed:

____ Kitchen _____

____ Downstairs Hall _____

____ Upstairs Community Room _____

____ Upstairs Hall (Sanctuary) _____

Is Fridge Needed (Circle One): Y / N Is Freezer Needed (Circle One): Y / N

Singular Rentals:

Rental Date (DD/MM/YYYY): _____

*Start Time _____ am/pm *Completion Time: _____ am/pm

Note: *Start time includes set-up time and completion time includes clean-up time. Facilities must be cleaned and vacated by the completion time.

For Ongoing Rentals:

This Rental Agreement and all its Terms and Conditions will remain in effect between the RENTER and PUCK/PUC for the duration between: (DD/MM/YYYY) _____ and (DD/MM/YYYY) _____ unless PUCK/PUC elects to discontinue the Agreement.

Each individual date and time requested by the RENTER must be agreed to in writing by a PUCK representative.

Rental Rate: $32.00 per hour x _____hours $ _____

Not for Profit Rate: $30.00 per hour x _____hours $ _____

**Total $ _____

**Rentals over 4 hours:
$100 deposit to secure rental. Balance of rental fee due day of rental.

**Rentals 4 hours or less, or booked less than 1 week from rental date:
Payment in full upon booking.

E-transfer payment to: **payment@palgravekitchen.org**

Cancellation / Refund Policy:

If booking is cancelled less than 72 hours prior to the rental date, the full deposit will be forfeited.

Terms and Conditions:

This permit is for the use of the facility spaces identified on page one. The terms of the permit are as follows:

1. TERM: The term of this agreement is indicated on page one.

2. FEE: A user fee is indicated on page two for the date and time the facility is reserved.

3. DEPOSIT: A $100 fee is required no later than one week prior to the rental date to secure the rental.

4. DAMAGES: Renter is responsible to ensure

- The kitchen is left in a clean and orderly manner per the Kitchen Facilities Checklist;
- Use of the area does not exceed the scheduled time; and
- All equipment is accounted for and present in its correct location and is undamaged.

If these conditions are not met, PUCK will invoice the RENTER to recover incurred costs.

5. FOOD SAFETY REQUIREMENTS: RENTER shall adhere to all food safety regulations of the Region of Peel Public Health Department. PUCK recommends that new renters planning to sell product to the public consult Peel Public Health to ensure compliance with regulations.

https://peelregion.ca/services/business-reporting-new-or-changes

6. ASSIGNMENT: The RENTER shall not assign this permit nor transfer any of its rights, duties, or obligations hereunder without the prior written consent of PUCK/PUC. The RENTER is specifically disallowed from assigning its time.

7. DAMAGE OR LOSS TO PERSONAL PROPERTY: RENTER hereby guarantees and assumes full and exclusive responsibility for damage to or loss of personal property, fixtures, and equipment on the premises which belong to the PUCK/PUC during the term hereof which are caused by RENTER or its respective members, staff, agents, or guests, spectators, and children of each who are participating in or observing events.

8. SAFETY: RENTER hereby guarantees full and exclusive responsibility for the safety of persons and property on the premises during the term hereof including, without limitation, participants, staff, officials, and agents of RENTER, spectators, guests, and children of each.

9. RULES: RENTER will comply with all rules and regulations established by the PUCK/PUC. PUCK/PUC reserves the right to eject any person from the facility as deemed necessary.

10. EQUIPMENT: RENTER will follow all rules and operating instructions for the various pieces of equipment within the facility. This includes, but is not limited to stove, grills, ovens, and sanitizer. Failure to do so could result in termination of agreement and/or any request for future use of the kitchen denied.

11. PREEMPTION: The PUCK/PUC shall have the right to pre-empt use of the facility. If feasible, the PUCK/PUC will make a reasonable effort to contact the RENTER regarding the pre-emption.

12. LOST ITEMS: PUCK/PUC is not responsible for any lost, stolen, or misplaced personal items or equipment of the RENTER.

13. INDEMNIFICATION**:** RENTER shall indemnify, defend, and hold harmless PUCK/PUC, its officers, employees, and agents from any and all losses, costs, expenses, claims, liabilities, actions, or damages, including liability for injuries to any person or persons or damage to property arising at any time during and/or arising out of or in any way connected with RENTER'S use or occupancy of the facility and adjoining property, unless solely caused by the gross negligence or willful misconduct of PUCK/PUC, its officers, employees or agents.

14. INSURANCE: RENTER is responsible for their own liability insurance for every event held in the facility. Please complete the section below.

I, the undersigned RENTER in this rental agreement, agree to the terms and conditions reflected in this agreement as it pertains to Liability Insurance coverage requirements. I, the undersigned Renter in this rental agreement, verify that I have the following insurance coverage:

Company: _____

Policy number: _____

Coverage Effective date: _____ Coverage Expiry date: _____

Liability Limit: _____ Certificate of Insurance received 7 days prior to rental (Office use _____)

I have read the guidelines and terms of use of PUCK/PUC, Palgrave and hereby agree to abide by all the terms and conditions of this rental agreement as outlined.

Dated at the Town of Palgrave, Caledon, this _____day of _____, 20___, by and between

PUCK/PUC, Caledon and _____
(Name of Organization if applicable, or Applicant)

_____ _____
Applicant: Printed Name Applicant: Signature

Dated: _____

** Please forward completed and signed Rental Agreement along with a copy of the Certificate of Insurance (COI) covering the rental period requested to: info@palgravekitchen.org.

(Office Use only)

Approved by PUCK Representative: Access code: _____

_____ _____ _____ _____
Signature (PUCK) Date Deposit Amount Received Date Received

Palgrave United Community Kitchen