



# **BROOKS** CO-OPERATIVE HOMES INC.

2145 Sheridan Park Dr., Ste. 6, Mississauga, Ont. L5K 1C6  
Tel: (905) 823-4777 Fax: (905) 823-8035

## RECREATION ROOM AGREEMENT

*(as amended at the Board of Directors meeting on May 5, 2004)*

1. The purpose of this agreement is to describe the responsibilities of the member(s) and their guest(s) (hereafter referred to as the "users") when they use one of the recreation rooms of Brooks Co-operative Homes Inc. (hereafter referred to as the "Co-op").
2. The recreation rooms are found in the basement of 2125 – 2165 Sheridan Park Drive. The specific area defined by this agreement are those parts of the building which are accessible by the key(s) provided and Co-op owned materials found in these areas. Included are hallways, stairwells, rooms, furniture, fixture, equipment and appliances. Any additional Co-op items required by the user, not normally found in the recreation room, are also included in this agreement and should be detailed on an attached sheet.
3. This agreement is not limited to users that require the recreation room for a single use; rather users who will use a room on a number of occasions within a set time are also covered by this agreement. Also, when the number of users exceeds 2, particularly in the case of a club or other large groups, a list of those persons who will jointly be accepting responsibility should be attached to this agreement. If there is a change to the persons on the attached list, it should be communicated without delay.
4. During any event, the maximum nightly occupancy time shall be 2:00 a.m., with music and other noise production to cease at 1:00 a.m.. It is expected that users will consider the concerns of members living in proximity to the room in use. During and following the event the users will be responsible for securing the areas with the key(s) provided.
5. At a time no later than 12:00 noon the day following an event, the recreation room area is to be cleaned and otherwise returned to the original condition. The original condition will be defined by the pre-event inspection performed by the Co-op. Elements required, but not limited to, *are stated in the cleaning duties—see 9(a) to 9(h) on the reverse.*
6. All guest(s) of the user are the users' responsibility. The users must ensure that all persons attending the event abide by both this agreement and the by-laws and rules of the Co-op. If users repeatedly violate this agreement, the Co-op has the ability to suspend or revoke the right of those users to further use of any Co-op recreation rooms.
7. (a) This agreement is to be made during normal Co-op business hours in the Co-op office. To ensure that the space will be available, you must book at least 2 weeks in advance. Reservations will not be confirmed until the user signs this agreement, at which time a \$50.00 cash deposit will be presented by the user. Key(s) will be available from the office during normal business hours at a time twenty-four (24) hours before the event or on Friday for events that occur during the weekend. The deposit will be returned following satisfactory completion of the agreement, *inspection of the area and return of the key(s)—see #10 and #11 on the reverse.*

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8. This agreement is in force from \_\_\_\_\_  
at \_\_\_\_\_ until \_\_\_\_\_ at \_\_\_\_\_.  
During this time there will be \_\_\_\_ event(s). If there is more than one event the schedule  
of use will be \_\_\_\_ times per week from \_\_\_\_\_  
at \_\_\_\_\_ until \_\_\_\_\_ at \_\_\_\_\_.

Please note that for multi-users, the Co-op will inspect the areas covered by this agreement at any time after 12:00 noon the day following a single event. If deficiencies are found following an event, the deposit can and shall be used to cover any cleaning or repair expenses. As before, if the deposit is used, the multi-event users must provide another deposit before being given access to the area again. Also, if there are three incidents where the provisions of this agreement are broken during the duration of the agreement this agreement will be terminated and necessary costs will be incurred to the users. At this time, the Co-op will determine whether this user's rights to use Co-op rooms should be suspended or terminated.

DATE SIGNED: \_\_\_\_\_ FOR: \_\_\_\_\_  
BROOKS CO-OPERATIVE HOMES INC.

USER #1 \_\_\_\_\_ USER #2 \_\_\_\_\_

9. **All users (single and multi-event) must complete the Cleaning Duties, as listed below:**

- (a) Sweep and wash the recreation room floors.
- (b) Wipe and/or wash any fingerprints or dirt marks off doors, walls, tables & chairs.
- (c) Clean and/or wash any fingerprints or dirt marks off countertops; clean and dry sink.
- (d) Wipe and/or wash the refrigerator both on the inside and outside.
- (e) Empty and wipe out garbage container; remove all waste to the outside garbage bins.
- (f) Sweep the floor in the hallway and wipe up any spills with a damp cloth.
- (g) Wipe and/or wash any fingerprints or dirt marks off of the walls in the hallway.
- (h) Repairs are to be made to any items damaged regardless of the cost of the repair.

10. ***Rooms will be inspected before your deposit is returned.***

11. **All users (single and multi event) must return the key(s) to the office after each use.**