



Zoroastrian Society of Ontario

3590 Bayview Avenue
Toronto, ON, M2M 3S6
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Website: <http://zso.org>

AGREEMENT FOR USAGE OF MEHRABAN GUIV DARB E MEHER (MGDM) MAIN HALL

APPLICANT'S FIRST NAME: _____ LAST/FAMILY NAME: _____

ORGANIZATION NAME: _____

ADDRESS: _____

CONTACT NAME FOR INDIVIDUAL RESPONSIBLE:

TELEPHONE NO: Home/Cell (____)____ Business: (____)_____

EMAIL: _____

OCCASION/PURPOSE OF RENTAL: _____

Z.S.O. MEMBER: YES NO

REFERRED BY: _____

(APPLICABLE FOR NON ZSO MEMBERS ONLY)

DATE AND TIME REQUIRED: _____
(Includes set up and clean up time)

FROM: _____ TO: _____
HH:MM AM/PM

NUMBER OF PERSONS ATTENDING: _____ (**NOT TO EXCEED 125 BANQUET STYLE**)

LIQUOR PERMIT NUMBER: _____ OR NO ALCOHOL SERVED _____ (Initial here)

- Usage Fee: _____ \$ _____
- Set up and Clean up services (**refer to 1B below**) : \$ _____ YES NO
- Venue Liability (Mandatory)
(please refer to **Terms and Condition No. 4 below**) \$ _____
- Damage Deposit (20%): _____ \$ _____
(by cheque payable to Zoroastrian Society of Ontario)

TOTAL FEE : _____ \$ _____

I/We have read and agree to abide by the terms and conditions for the usage of the MGDM as outlined in 'Schedule A'.

Print Name

Signature

Date



SCHEDULE A

Terms and Conditions for the Mehraban Guiv Darb e Meher Hall Rental

1. **Fees:** The Usage Fees for the MGDM Main Hall are as follows:

[A] For celebratory Events:	[B] For solemn get-togethers subsequent/related to funeral:
<ul style="list-style-type: none"> • Weekends: Friday, Saturday and Sunday <ul style="list-style-type: none"> ○ \$700 – ZSO Members ○ \$900 – Non-Members • Weekdays: Monday through Thursday <ul style="list-style-type: none"> ○ \$450 – ZSO Members ○ \$550 – Non-Members 	<ul style="list-style-type: none"> • Within the first 30 days of the passing - No charge • Beyond the first 30 days of the passing <ul style="list-style-type: none"> ○ \$200 - ZSO Members in good standing ○ \$300 –Non-Members

1B Optional Add on Services : Set up of chairs and tables before event and after event removal and clean up services offered at an additional fee of \$200

2. **Permitted Use:** The hall usage is limited for “Family Oriented Events” such as weddings, navjotes, anniversaries, etc. or for a solemn get-together of family and friends after funeral prayer ceremonies of individuals in the Zoroastrian community. Individuals/organizations cannot use the space for commercial needs by selling tickets to the public for the event. Gambling, political meetings or illegal activity of any kind is restricted at the Mehraban Guiv Darb e Meher.
3. **Set up and Furniture:** The Applicant is responsible for the set-up of and removal of tables and chairs available on site for the event. (N/A if Optional Add on Clean up services is availed of). Tables and chairs are for indoor use only. Furniture in the rooms must not be moved/removed.
4. **Venue Liability Insurance is Mandatory :** Please refer to your insurance provider or contact David Lee, FSB Group Ltd @ 905-731-5177. Venue Liability Insurance Certificate has to be emailed to evp@Zso.org atleast Two (2) weeks prior to function / event date. In the even the Insurance Certificate is not provided by the deadline, your event will be automatically cancelled and you shall forfeit 75% of the Rental Fee. (refer cancellation fee in table below at bottom of the rental agreement form.
5. **Indemnification:** The Applicant agrees to indemnify the Zoroastrian Society of Ontario (ZSO) and save it harmless from and with respect of all claims or demands regarding the use of the hall, all suits, actions and prosecution by reason of any activity carried out in or upon the buildings and land by the individuals or organization renting the Facility.
6. **Responsibility:** The ZSO is not responsible for personal injury or damage or for loss of personal items or enjoyment of the Applicant or anyone else attending the Facility. The Applicant shall indemnify and hold the ZSO harmless from any claims or demands with respect to the use of the hall.



7. **Hall Decorations:** Fasten decorations on the walls using painters tape to avoid any damage to the paint. The damage deposit on file will apply for use of any other fasteners e.g. nails, hooks, etc. The Applicant must remove all decorations without any mark or damage at the end of the event.
8. **Music System :** You shall need to arrange for your own music system. The ZSO Music system is not part of the hall rental and is not available for the event.
9. **Doors and windows:** All doors and windows must remain closed during the event to comply with Fire Regulations and mitigate noise pollution to the neighbors.
10. **Alcohol Permit:** A valid Alcohol permit is a mandatory requirement for serving alcohol. The Applicant must obtain a “No Sale” liquor permit from the LCBO and provide the permit to the custodian at the start of the event. Serving alcohol is limited and restricted to the guidelines of the Special Occasion permit issued by the LCBO. The Bar must close at Midnight, removing all evidence of service and consumption within 45 minutes of closure. Individuals cannot consume Alcohol outdoors. Consumption of alcohol is limited and restricted in cups/glasses including beer.
11. **Food and Liquor:** Food/Alcohol consumption is limited to the main hall area only and not outside in the garden or the parking areas.
12. **Restricted Area:** General usage of the Hall is limited and restricted to the main hall only and does not include the rooms upstairs.
13. **Restrictive Use of Kitchen:** The use of the Kitchen is restricted for reheating the food. Caterers are not allowed to cook on site in the kitchen
14. **Music:** DJ and Music is limited to the main hall with moderate volumes. It is strictly prohibited to play music, sing, dance or use musical instruments outdoors.
15. **Garbage:** Collect and dispose all Garbage and waste in the designated bins provided
16. **Parking:** All cars should park in the designated parking areas on the property. Street parking is available and restricted to parking enforcement signs and guidelines. .
17. **Maximum Time:** Events must end no later than 1:00 a.m.
18. **No Smoking:** In accordance with the City of Toronto By-law # 29889, smoking is strictly prohibited inside the Facility.
19. **Cancellations:** An e-mail is required for all refund and cancellation requests:

Refundable Fee	Notice Period Requirement
90%	Eight (8) weeks prior to rental date
50%	Four (4) weeks prior to rental date
25%	Two (2) weeks prior to rental date
No refund will apply for cancellation notice of less than two weeks prior to the rental date	