



SHUBENACADIE CANAL COMMISSION

Site Use Contract – page 1 of 2

Site: Greenspace (Lawn) at 54 Locks Rd, Dartmouth, B2X 2W7

This contract defines the terms and conditions under which Shubenacadie Canal Commission, (hereinafter referred to as SCC), and _____ hereafter referred to as the Client) agree to the Client’s use of any Greenspace managed by the SCC on _____ (event date). This contract constitutes the entire agreement between the parties and becomes binding upon the signature of both parties.

CLIENT INFORMATION	
Group/Organization Name:	
Contact Name(s):	Email Address:
Address:	Primary Phone Number:
City:	Cell Phone Number:
<input type="checkbox"/> Province:	Postal Code:

EVENT DETAILS			
Type of Event:			
Have you booked the site for this event in the past?			
Event Date:			
Start time:		End time:	
Estimated Number of Participants			
Event Location (address):			
Event details (please be detailed):			
Do you plan to request permission for the use of a tent?			
<input type="checkbox"/> Yes			
If yes, what size:			
I understand that a \$500 damage deposit is required, and my contract is voided if this isn’t received as outlined. Please contact with credit card number or etransfer.			



SHUBENACADIE CANAL COMMISSION

Site Use Conditions – page 2 of 2

- All SCC outdoor sites are public park spaces. No booking has exclusive use of any SCC outdoor space or equipment.
- If there are public safety issues, operational concerns, or if the users fail to comply with the rental terms, the SCC reserves the right to cancel the contract at any time.

DAMAGE SECURITY DEPOSIT:

After review by SCC, (including a day after event check for additional damage) the \$500.00 security/damage deposit will be refunded if the rental checkout list has been satisfied, there are no damages to the property and if Renter has used the grounds only for the time stated in the contract. Damages, cleaning, and/or additional time costs will be withheld from the security deposit. If damage to the property exceeds the amount of the security/damage deposit, Renter agrees to pay for, or replace, any object of SCC property that is destroyed, damaged, or stolen during the event. Such payment or replacement must be made immediately upon receipt of notification from SCC. The SCC and its representatives assume no responsibility for any loss of property.

Greenspace is only to be used for stated purpose(s).

INSURANCE

All events must have insurance. *Please ensure that you have the Shubenacadie Canal Commission listed as additionally insured up to CA\$2 million. Please forward proof of insurance at least one week prior to your event date.*

EVENT TIMES / CLEANUP / DECORATIONS:

All outdoor events must end by dusk and any music must comply with sound ordinances. **Set up and breakdown times must fall within the total time noted in contract. It is the responsibility of the Client to move equipment on the grounds during event.**

All trash/recyclables must be removed from the site. **The site must be in the same condition or better than you found it.** Notify SCC immediately of any damages that occur during the event.

Decorations may NOT be hung with tape, wire, nails/screws, or anything else which will damage the site. All decorations must be removed without leaving marks or otherwise damaging the site. **Note: Blowing bubbles is permitted only. Rice, birdseed, confetti, glitter, candles, pyrotechnics, and sparklers are not permitted.**

LIQUOR/BEVERAGES/OTHER SUBSTANCES:

No alcohol/cannabis use is permitted on any SCC outdoor site.

The Rules and Conditions for Usage are incorporated herein and are made a part hereof.

CLIENT: _____
 (Signature) (Date) (Signature) (Date)

OFFICE ONLY

- INSURANCE PROVIDED
- DAMAGE DEPOSIT PROVIDED

Shubenacadie Canal Commission: _____
 By: _____ Date _____