

Glen Oaks Co-op

Glen Oaks Co-operative Homes Inc.

GLEN OAKS CO-OPERATIVE HOMES INC.

COMMUNITY ROOM POLICY

Members will be allowed to use the Community Room for private functions on Saturday and Sundays only. Member's private use of the room will be designated by the member in the conjunction with the Co-coordinator. Members will only be able to book the community room two weeks in advance of the required date. Co-op activities will take precedence when scheduling use of the room. However, once an authorization is given to a member to use the room, this will only be altered as a result of a late scheduled Co-op activity if the member so agrees.

There will be a \$200.00 dollar deposit without TV rental and \$250.00 deposit with TV rental that will be paid to the Glen Oaks Co-op prior to renting of the community room. Members are responsible for cleaning the room by the agreed final inspection time. The deposit will be returned to the member if the community room is cleaned and left in an acceptable state. If the room is not cleaned and there are damages the co-op has a right to take the \$200.00/250.00 deposit to repair the community room.

Use by Members

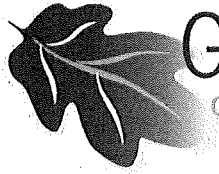
The Community room will be used for general members' meetings, committee meetings, general Co-op events and personal parties of Co-op members. Members wishing to use the Community room for private functions will be charged a rental fee.

To book the community room there is a \$75.00 user fee without TV rental and a \$100.00 user fee with TV rental that will be paid directly to the Co-op and there is a \$200.00/\$250.00 refundable maintenance deposit is required. The deposit will be refunded provided that the room is left in a satisfactory condition. A one week notice for cancellation is required or the deposit will be forfeited.

The user fee must be paid by debit, cheque, or money order ONLY and the deposit paid by cheque. Cheques will be made payable to GLEN OAKS CO-OPERATIVE HOMES INC. upon booking of the Community Room.

Prior to booking, the members are requested to book at least 14 days in advance through the Co-op with a first come; first served basis. However, the Co-op has a right to refuse bookings at its sole discretion.

Members are solely responsible for the behavior and activities of their guests when the community room has been rented on behalf of the member. Children and youths parties will be supervised at all times.



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To comply with the fire regulations, and also to minimize the wear and tear on the Community Room party size will be limited to no more than 100 people according to the Fire Marshall's regulations.

Members must read and understand the Community Room Policy and Noise By-law and understand that the member will take full responsibility for the noise levels throughout the event and that if any fines are issued to Glen Oaks Co-op, the member will be fully responsible for any penalties incurred.

Members must sign a contract taking responsibility for any damages to the room done by the members/guests. Any damage done to the community room will be the full responsibility of the Co-op Member to reimburse the Co-op of any damages caused.

The Co-op will post a list of items to be included as part of clean-up tasks following the use of the Community Room.

Members should notify any outside guests that parking will only be permitted in designated Glen Oaks Co-op visitor spots.

Members should notify any outside guests that they are only allowed to use the entrance to the community room.

Guests are not permitted to be in the lobby of the co-op unless they are using the washroom. The member is responsible to monitor this.

Bikes, scooters, skateboards will not be permitted in the Community Room and on the playground.

Pets will not be permitted in the Community Room while it is in use by the member.

Parties will be held on Saturday and Sundays only between 9am to 9pm. However, due to the *Town of Oakville Noise By-law*, we are very adamant about the party ending at 6PM and 7PM will be your final inspection. No exceptions.

As stated in the *Town of Oakville Noise By-law #2008-098, Section 10, Subsection 3*, "**Every corporation who is convicted of an offence is liable to a maximum fine of \$50,000.00 for a first offence and \$100,000.00 for a subsequent offence.**" Please see attached By-law.

Policy Approved by the Board of Directors of Glen Oaks Co-operative Home Inc. at a meeting properly held on **November 28, 2017.**

President