

PATHWAYS ABILITIES SOCIETY

POLICY: ROOM RENTAL AND BUILDING USAGE

Applies to: All Personnel, Volunteers, Persons Served, Tenants and External Organizations

Original Approval Date: March 24, 2003

Date Board Approved: September 12, 2022

Replaces Policy Dated: June 2, 2014

Board Member's Signature

POLICY

The common space at Pathways' facilities may be utilized for meetings and related social events provided there is no interference with the day-to-day operations of the society and the person or group wishing to utilize the space becomes a member of the society. The membership requirement does not apply to tenants. A Room/ Building Usage Agreement must be completed and signed by both parties.

The space may be used at no charge to not-for-profit organizations, persons served and/or their families and tenants. Although not required, these person/groups are encouraged to make a donation of cash or supplies to the society for room related costs.

Employees and/or outside groups may be charged a fee which will be established prior to use and will be dependent upon room size, date, time, purpose, etc.

A damage/cleaning deposit may or may not be required however, the person/group utilizing the space will be required to reimburse Pathways Abilities Society for the full cost of any damage (item fixed or replaced) and/or clean up.

Liability insurance and a key deposit may be required. If the person or group loses a key, they may be responsible for the cost of rekeying the entire building.

The person/group utilizing the space is responsible for his/her/their own supplies such as coffee, cream, sugar, etc.

The person/group utilizing the space is responsible for clean up including leaving the interior and exterior clean, removing decorations and garbage and storing tables, chairs, etc.

The society will not be liable or responsible for injuries incurred.

The society reserves the right to refuse rental to any person/group whose policies and practices are in conflict with those of Pathways Abilities Society.

Rental Agreements and the Homes

Pathways Abilities Society may rent houses or portions of buildings owned by the society and/ or may delegate this responsibility to a reputable business.

Pathways Abilities Society adheres to the Residential Tenancy Act and all related provisions and laws.

Pathways Abilities Society selects suitable tenants based on references and pre-screening while adhering to Pathways Discrimination policy and procedure.

Prior to occupancy, tenants are required to pay a damage and or pet deposit, complete a tenancy agreement and Move-In Inspection and obtain appropriate insurance.