

Carleton Condominium Corporation No. 157

Condo Office 4411 Elaine Drive

Exclusive Use Application for Residents and Guests

Resident Name _____ Residency _____
 Address _____

Event Date _____ Time _____
 Type _____ # of People _____

Responsibility Applicant (**AC**) agrees to indemnify and save harmless CCC 157, its directors, officers, agents and employees from all claims for loss of damage to personal property and for personal injury to any person(s) while using the Condo Office (**CO**).

Rules

Coordinator The Condominium assigns an Event Coordinator (**EC**) for the event.
Cancellation The **CO** Exclusive Use can be cancelled **at any time**.
Cleanliness **AC must** leave the **CO** clean and tidy.
Damages Any and all damages **must** be reported to the **EC** as soon as possible.
Noise Any and all Residents **must** not be disturbed by any event noise.
Overnight Guests staying between 1 and 7 a.m. **must** register with CPM (720-5021).
Parking Guests **must** park in designated Visitor Parking spots, not in Fire Lanes.
Smoking **SMOKING IS NOT PERMITTED in CO.**

Event Fee

Deposit A Fifty (\$50) dollar refundable deposit is required with this application.
Cheque The deposit cheque must be made to CCC 157.
Refund The deposit is returned if the **CO** clean and tidy, as determined by **EC**.
Clean Up Should the clean up and/or damages exceed the deposit, the unit will be held responsible for all costs and repairs.

Applicant Signs _____ **Date** _____

For use by Carleton Condominium Corporation No. 157 only

Coordinator (EC) _____

Inspection (prior) _____ **EC inits** _____

Deposit received \$ _____ Received by _____ **Key given** _____

Inspection (post) _____ **EC inits** _____

Deposit returned \$ _____ Received by _____ **Key returned** _____