



PREMISES RATES POLICY
ÉPILEPSIE GASPÉSIE SUD

ROOM OR OFFICE RENTAL

RENTAL RATES

½ DAY

PREMISES	PRIVATE ORGANIZATION	NONPROFIT ORGANIZATION (municipal)	COMMUNITY ORGANIZATION / SOCIAL CLUB
Room	75\$	70\$	50\$
Office	50\$	40\$	30\$

DAY

PREMISES	PRIVATE ORGANIZATION	NONPROFIT ORGANIZATION (municipal)	COMMUNITY ORGANIZATION / SOCIAL CLUB
Room	150\$	100\$	80\$
Office	70\$	60\$	50\$

Cancellation

- Any rental for the use of the room or an office of the association Épilepsie Gaspésie Sud may be cancelled without a prior notice by the organization in the event of major case.
- Leasing fees will be charged 100% if there is cancellation within 48 hours preceding the rental date.
- If the leasing fees have been paid in advance, they will be no refund if there is cancellation within 48 hours prior the leasing date.

Cleaning

- The lessee must clean the premises immediately after their use.
- All chairs and tables must be stored as they were originally.
- All material (like the board, for example) must be placed as they were originally.
- The kitchen must be clean, refrigerator must be empty and clean and any other used material need to be clean.

If the employee notice that the room has not been restored to a satisfactory condition, the association Épilepsie Gaspésie Sud will have it cleaned at the lessee expense.

Verification before leaving

- Before leaving, the lessee must be sure that all doors and windows are closed and locked, that the heating system is turned down or that the air conditioning system is turned off, that all the lights are turned off, that the garbage is in the green bin and that the recyclable materials are in the blue bin.

Damages

- The lessee takes responsibility of all damages or abuse on the building or on the association Épilepsie Gaspésie Sud's equipment whether such damage is caused by the person who rents or their guests.
- If, after using the room, damages are noticed by the employee, the lessee will have to pay the inherent cost for the required repairs or the replacement, which is payable upon receipt of the invoice established for this purpose.