



SPACE SHARING AGREEMENT

1519 Wyandotte St E., N9A 3L3

Renter's Information

First Name: _____ Last Name: _____

Company: _____

Mailing Address: _____

Phone #: _____

Alternative Phone #: _____

Email: _____

Studio & Pricing Information

Main Studio - Features a wall of mirrors and wood flooring covered in mylar.

- **Single Use Bookings** - \$55 per hour
- **One Day Rental** - \$176 (4 hour booking)
- **Special Offer** - \$660 (4 hour booking per week/4 weeks)

Studio X - Features a wall of mirrors and wood flooring

- **Single Use Bookings** - \$35 per hour
- **One Day Rental** - \$112 (4 hour booking)
- **Special Offer** - \$420 (4 hour booking per week/4 weeks)

Dates Requested:

Total Cost of Rental: \$ _____

Deposit: \$ _____ (50% of Total Cost)



Purpose of Rental (Please briefly describe how you intend to use the studio.)

Expected Number of Participants: _____

Payment

A 50% non-refundable deposit of the total rental fee is required at the time of booking to secure your rental date. The remaining 50% is due on or before the rental date.

Alternatively, renters may choose to pay the full rental fee at the time of booking.

If a booking is cancelled:

- When only the 50% deposit has been paid, **the deposit is forfeited.**
- When the full rental fee has been paid, **only 50% of the total rental fee will be refunded** (the deposit portion remains non-refundable).

*Rentals may be cancelled **without penalty** up to one week prior to the scheduled rental date. Cancellations made within one week of the rental date are non-refundable.*

Failure to submit the remaining balance by the rental date may result in cancellation and loss of the booked rental time.

Payments can be made via e-transfer to treasurer@windsordanceexperience.ca (please indicate what the payment is for in the memo line), or in cash.



Payment Status

- ☐ **Paid in Full** - The full rental fee has been paid at the time of booking.
- ☐ **50% Deposit Paid** - A non-refundable 50% deposit has been paid at the time of booking. The remaining balance is due on or before the rental date.

Space Sharing Requirements

- Renters must submit this space sharing agreement, as well as the liability waiver upon booking.

Space Sharing Details

- All scheduling is at the discretion of the Space Rental Management Team. Windsor Dance eXperience Inc. cannot guarantee that all dates/times will be available for sharing.
- Rentals include the use of the studio booked (Main Studio or Studio X), Dancer Room, Washrooms, and Common Areas (e.g., hallways). Access to the Costume Room, Offices, Set Room, and Storage Rooms are strictly prohibited.
- Any and all beverages other than water are not permitted in the studio. Snacks are only to be consumed in the Dancer Room
- Outdoor shoes are not permitted in the studios. Shoes and coats can be stored in the Dancer Room or entry hallway. All indoor shoes/dance shoes are allowed.
- The space must be left in the same condition as when the renter arrived. Spills or messes of any kind must be cleaned up by the renter. All garbage and recyclables must be put in proper containers. All possessions of the renter must be removed from the space after each use. Windsor Dance eXperience Inc. is not responsible for any lost, stolen, or damaged items.
- If the renter is using the lockbox key, the renter must return it to its original location at the end of every rental period. No exceptions. Failure to do so may result in an additional fee. If you have any



questions please contact Alyssa Ohler at
secretary@windsordanceexperience.ca

- If the renter is disarming and setting the alarm, they are permitted to do so at the beginning and end of their allocated rental time. Failure to do so may result in an additional fee. If you have any questions regarding this, please contact Alyssa Ohler at secretary@windsordanceexperience.ca
- Clubs, groups, or organizations intending to use our rental space as a permanent location for their activities will not be permitted and will be denied further use of the space.
- The rental period will not be extended to accommodate late arrival, delays, or interruptions. Any time lost for these reasons is included within the originally booked session time.
- Windsor Dance eXperience Inc., its instructors, volunteers, and the venue, are not liable for any injury and damage that may occur on the premises before, during, or after as a result of participation in an event located at 1519 Wyandotte St E.

I agree to the terms of this agreement and acknowledge the terms that it presents.

Renter: _____

Date: _____

Windsor Dance eXperience Representative: _____

Date: _____