



## COMMUNITY USE GUIDELINES & APPLICATION CRUMSBY'S AT THE SCHOOLHOUSE

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Community is one of the main reasons why Crumsby's exists. We strive to foster community in the neighbourhoods in which we operate, and this mission includes both formal and informal approaches to building community. Our focus has always been on the well-being of all the people – the elders, the singles, the families, the children. Helping to build a community, both inside the building but also out in the larger world, is why we love what we do.

At Crumsby's at the SchoolHouse in historic Royal Oak, part of our agreement for leasing the property is to adhere to the commitment to ongoing community use made by Mike Geric Construction, Ltd., the property's developer and owner. This commitment to continue the schoolhouse's traditional role as a focal point for the community was made to the Royal Oak community and the municipality of Saanich. This commitment echoes our own, which is focused on the community, the family, and area children: in short, our customers.

Crumsby's will make the space available to approved community groups on weeknights (Monday through Thursday evenings, with holidays excepted) from 6 to 9 p.m. with advance approval. Priority will be given to local groups, to registered non-profit societies, and to organizations whose commitment to the community parallels our own. We will act on each application as it is made to us, but will attempt to balance the allocation so that "first-come, first-served" will not always drive our decisions if demand becomes high.

With any request that comes our way, we ask that you complete the attached *Community Event Request* and *Release and Indemnity Declaration* and return them to us at least ten days in advance of the proposed event date.

We make our community event decisions on a rolling basis, and we regret that we cannot guarantee we can in every case host your event, based on a number of factors.

Thank you for your participation in the community, and thank you for including Crumsby's in your planning. We look forward to the opportunity to work with you.

Best,  
CRUMSBY'S CUPCAKE CAFÉ

– the Crumsby's Crew

# COMMUNITY EVENT REQUEST

## CRUMSBY'S AT THE SCHOOLHOUSE

Organization

Charitable Org/BC Society Reg Number

Address

Contact person

Role

Email

Phone

Proposed event (with brief description)

Expected number of attendees

Proposed event date (Mon – Thu only)

Proposed starting time (6pm? 7pm?)

### Participation request

- Hosted beverages or catering – *outline & quantity:*  
(we will contact you for specific menu details)
- Participant-purchased beverages
- Participant-purchased meals

- Audio system (CD) use
- Projection video system use
- Other - *details:*

## RELEASE & INDEMNITY DECLARATION

**WHEREAS,** The Organization has requested SchoolHouse Services Corp. (o/a “Crumsby’s”) to provide event space and hosting services to the Organization (“Hosting”), and Crumsby’s may agree to provide this Hosting to the Organization, in consideration of the Hosting provided by Crumsby’s to the Organization, the Parties thereby agree:

- 1. Waiver and Indemnity.** The Organization will indemnify and hold Crumsby’s and all associated companies, subsidiaries and their contractors, employees and principals harmless of any and all claims arising from, in any manner, related to the involvement of Crumsby’s and any associated companies, subsidiaries and affiliates in the event for which Crumsby’s has or will provide Hosting.
- 2. Warranty.** The person signing this Agreement warrants he or she has the agency, authority and capacity to enter into this Agreement on behalf of the Organization and on behalf of the members of the Organization in the event the Organization is not a legal entity.
- 3. Insurance.** Crumsby’s recommends the Organization carry comprehensive general liability insurance and Crumsby’s be named as an insured party under such insurance.
- 4. Independent Party.** The Organization is an independent contractor and will not act as an agent, nor shall it be deemed an agent or employee of Crumsby’s or any company affiliated with Crumsby’s nor shall this Agreement be interpreted as creating a partnership or joint venture or otherwise. Neither party shall incur any obligation on the other’s behalf, nor commit the other in any manner without the other’s prior written consent.

I, \_\_\_\_\_ (print name), am the authorized representative of \_\_\_\_\_ (organization).  
To the best of my knowledge the information I have provided on this submission is correct and complete.

Signed \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_