

COWORKING SPACE AGREEMENT

1. This Coworking Space Agreement was made on this day _____, by and between:

Landlord: Seth Compton of OUTloud North Bay, North Bay, Ontario, P1B 6Z6, AND

Tenant: _____, City of _____, Province of _____, Postal Code _____.

2. COWORKING SPACE. Under this Agreement, the Landlord agrees to offer the following property to the Tenant for co-working use:

Street Address: 123 Delaware Ave, City of North Bay, Province of Ontario, Postal Code P1B 6Z6.

3. TERM. This Agreement shall start on _____, 20____ and continue:

For a Fixed Period. This Agreement shall end on the date of _____, 20____.

4. SERVICES. The Tenant shall be provided with the following as part of this Agreement:
(check all that apply)

☐ - Refreshments and Snacks. The Tenant shall have access to our canteen at advertised prices.

☐ - Internet Access. The Landlord shall provide premium internet access to the Tenant by supplying a Wi-Fi Username and Password following the execution of this Agreement.

☐ - Printing & Copying. If the Tenant should request to have any documents printed or copied it shall be at a rate of **\$.14** /black & white and **\$.49**/color.

5. BUSINESS HOURS. The business hours of the Premises shall be the following:

Start Time: 7:00AM End Time: 3:00PM **OR** Start Time: 10:00PM - End Time : 7:00AM

During such hours, the Tenant agrees to keep their noise level so as not to interfere with or annoy the other tenants on the Premises.

6. DEPOSIT. The Tenant, is required to pay a non refundable deposit in the amount of **\$100.00**
Payment must be made by cash, debit, credit or EMT to outloudnorthbay@gmail.com. If paying by cheque a \$50 NSF applies if returned.

7. RATE. The Landlord agrees to allow the Tenant to occupy the Premises in exchange for a(n):

☐ - Hourly Rate. The Tenant shall be charged \$100/hour for the use of the Premises. Any additional hours outside of agreement will be billed at \$150/hour.

8. PETS. The Premises has the following pet-policy:

Pets are allowed on the Premises but remain your responsibility.

9. OPERATING STANDARDS. In accordance with this Agreement, and all other co-working space agreements on the Premises, the Tenant and the tenants of the Premises agree to the following:

No individual or business may conduct any activity within the Premises that, in the sole judgment of the Landlord, create excessive traffic or be inappropriate to the other tenants' co working experience;

All tenants of the Premises shall keep clean any common areas after use. This includes, but is not limited to, conference rooms, call areas, coffee and snack areas, visual equipment, and any other space that may be used by another tenant;

All tenants are prohibited from smoking/vaping in any area of the Premises; and all tenants are to operate in a way that is courteous with all other individuals.

The Landlord reserves the right to make other reasonable rules and regulations from time to time in order to promote a good co-working environment amongst the tenants.

10. WAIVER. The Landlord shall not be liable for any interruption or error in the performance of the services offered under this Agreement. The Tenant waives all liability against the Landlord for any claims arising from such disruption of services, specifically, any telecommunication utilities on the Premises. Furthermore, any loss, damage, expense, or injuries to persons or the Tenant's property arising out of mistakes, omissions, interruptions, delays, errors, or defects in any transmission occurring in the course of furnishing telecommunications services provided are not caused by the willful acts of the Landlord, as well as any claim for business interruption and for consequential damage.

Both Parties hereby agree to defend, indemnify and hold harmless from and against any and all claims, damages, injury, loss and expenses to or of any portion or property resulting from the acts or negligence of their agents, employees, invitees, and/or licensees while on the Premises.

11. NOTICE. All notices shall be sent to the mailing address located in Section 1. of this Agreement.

12. INDEMNIFICATION. The Landlord shall not be liable for any damage or injury to the Tenant, or any other person, or to any property, occurring on the Premises, or any part thereof, or in common areas thereof, and the Tenant agrees to hold the Landlord harmless from any claims or damages unless caused solely by the Landlord's negligence. It is recommended that renter's insurance be purchased at the Tenant's expense.

13. GOVERNING LAW. This Agreement is to be governed under the laws located in the Province where the Premises is located.

14. ENTIRE AGREEMENT. This Agreement contains all the terms agreed to by the parties relating to its subject matter including any attachments or addendums. This Agreement replaces all previous discussions, understandings, and oral agreements. The Landlord and Tenant agree to the terms and conditions and shall be bound until the end of the Lease Term.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the undersigned dates written below.

Landlord's Signature



Date: _____

Print Name: Seth Compton, Executive Director, OUTloud North Bay

Tenant's Signature _____

Date: _____

Print Name: _____

OUTLOUD
NORTH BAY