

Oakland Farm & Lodge

Lodge Rental Agreement (covers Covid-19 and new insurance requirements)

This agreement is intended to ensure that each group that rents the facilities at Oakland Farm & Lodge understands and agrees to comply with the most recent provincial Mandatory Order (Currently dated October 1, 2020)

It is also intended to ensure that each group that rents the lodge complies with recent insurance requirements imposed by our insurance provider.

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| <h3>Covid-19 Requirements</h3> |
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1. Physical Distancing: This practice has been shown to be one of the most effective ways to control the spread of Covid-19. As the owners, we are required by law to take all reasonable steps to ensure people not inside a bubble **keep 2 meters (six feet) apart from each other** and to prevent gatherings exceeding the prescribed limits. We are currently suggesting a maximum of approximately 30 people depending on how many bubbles are within the group

Please explain how you will ensure that your group will maintain at least 2 meters (6 feet) between people who are not in a bubble.

2. Masks: Where physical distancing **cannot** be maintained, **non medical masks that cover the mouth and nose are mandatory**

as an additional measure to prevent the transmission of Covid-19.

This is especially important inside the building.

Please explain how **you** will ensure that **your group will wear masks when physical distancing cannot be maintained.**

3. Screening: As the owners, we are required by law to take all reasonable steps to **prevent persons who are exhibiting symptoms of Covid-19 from entering the premises.** As the owners, we are also required by law to take all reasonable steps to **prevent persons who have travelled outside of the Atlantic bubble in the last 14 days from entering the premises.**

Please explain how **you** will ensure **that no one in your group exhibits symptoms of Covid-19 or has travelled outside of the Atlantic bubble in the last 14 days.**

4. Contact Information: The Mandatory Order requires that any venue that offers seating “for the purposes of eating, drinking, socialization, celebration, ceremony or entertainment” **is required to maintain a record of the names and contact information of all persons who attend.**

We will provide a template to record **all attendee’s** names and telephone numbers and/or email addresses. **A copy must be provided to the lodge owner after being completed at the event to ensure accuracy.**

5. Hand washing and Sanitizing: Frequent thorough hand washing and hand sanitizing are effective ways to prevent the spread of the Covid-19 virus.

Please ensure that you have stressed the importance of this to your guests. There are sinks in both washrooms and the kitchen as well as two hand sanitizer stations inside the lodge.

New Insurance Requirements

Our liability insurance has recently imposed two new requirements on the operation of the lodge.

1. Anyone hiring a caterer is now required to obtain a **Certificate of Insurance** naming Oakland Farm & Lodge as an additional insured.

NOTE: A copy of the certificate must be provided to the lodge owner at least 7 days prior to the event.

2. If alcohol will be consumed during an event the client is required to obtain a **liquor liability policy** for the event.

The policy must name Oakland Farm & Lodge as an additional insured.

NOTE: A copy of the policy must be provided to the lodge owner at least 7 days prior to the event.

Please note the following information.

Food

If you are providing your own food, no action is required.

If you are hiring a caterer:

Our insurance now requires that we obtain a Certificate of Insurance from the caterer ***namimg Oakland Farm & Lodge as an additional insured.***

Our understanding is that this certificate is provided at no cost from their insurance company.

The certificate must be provided to the lodge owner at least a week prior to the event.

Liquor

Will alcohol be consumed at the event? Select one **YES** **NO**

If there will be no liquor at the event, no action is required.

If YES:

Our insurance now requires a liquor liability policy, ***that names Oakland Farm & Lodge as an additional insured***, is obtained for each event.

Please contact your insurance broker or ask us where you can obtain such a policy.

(Policies are approximately \$100)

A copy of the policy must be provided to the lodge owner at least a week prior to the event.

Declaration

**I have read and understood the information in this document.
The information I have provided is accurate
and I have not withheld any relevant information.**

**Name of Primary Contact as on Guest Record template
(Please print name clearly and then sign below)**

Name: _____

Signature: _____

**We wish to sincerely thank you for your patience
and understanding during this challenging time.**

Thank you for supporting small local business! 😊

Revised October 7, 2020