



## Collective Soul Space

# LONG-TERM Studio Rental

Lower Level Scotia Centre, 5102 - 50 Avenue

The Collective Soul Co-operative Ltd. is a not-for-profit co-operative that operates the Collective Soul Space. The Co-op rents out the studio to health and wellness practitioners seeking a peaceful space for regular classes, special workshops or private sessions.

All rentals will be promoted on the monthly schedule, Facebook page and sandwich board (and website if general public classes are offered on an ongoing basis).

### Studio Details

- Conveniently located downtown with elevator access
- 1,470 square feet
- Use of yoga mats, bolsters, blankets, straps, chip blocks, cleaning supplies
- Use of 15 comfortable folding chairs
- Use of CD player and iPod/Phone connection to Bose stereo
- Two change rooms and access to fitness room for washrooms
- Use of teapot, tea and cups

### Rental Rates

(Includes an additional 15 minutes on each side for arrival and departure)

<b>Tier 1:</b> Up to 6 hours/month = \$150/month
<b>Tier 2:</b> 6.25 to 10 hours/month = \$300/month
<b>Tier 3:</b> 10.25 to 14 hours/month = \$400/month
<b>Tier 4:</b> 14.25+ hours/month = \$600/month

### Payment

- Payment due on, or before, the last day of the month preceding the month of the scheduled class(es). Payments can be in full (e.g. for full number of weeks) or by month (e.g. If teaching 6 hours in January and 6 hours in February, \$150 paid by December 31 for January hours and \$150 paid by January 31 for February hours).
- E-transfer to [cssnwt@gmail.com](mailto:cssnwt@gmail.com) is the preferred method of payment.

### **Co-teaching**

- When there is more than one teacher for a series of classes running a minimum of 8 consecutive weeks, this is considered 1 long-term rental, not 2.
- Participation in Workshops (e.g. one 2-hour workshop, one day-long workshop, etc.) or Special Class Offerings (e.g. Sampler Series) may be offered at a different hourly rate rather than affecting tier level (if desired).

### **Cancellation Policy**

- Four calendar days or more before the event date, 100% reimbursed.
- Three calendar days to one calendar day before the event date, 50% reimbursed.
- Within 24 hours of the event, 100% is retained by the Co-op.
- If the Co-op cancels the rental agreement, 100% reimbursed.

### **Commitment and Benefits for Long-term Renters**

- Commit to a minimum of 8 consecutive weeks or 2 consecutive months at the same tier, regardless of/including statutory holidays.
- If you run longer than 8 consecutive weeks or 2 consecutive months, the cost will be prorated accordingly.
- Long-term renters will receive priority in choosing class times, after members, but before short-term renters.
- If drop-ins are permitted, the long-term renter agrees to allow students to use their CSS punch pass. \$10 from each punch will be paid to the instructor and \$2.50 retained by CSS as an administrative/co-op fee. Orientation regarding punch passes and record keeping will be provided.
- If teaching a week-day lunch time class, drop-ins must be permitted.
- No reimbursement of rent for cancellation of classes within the 8-week period (except for extenuating circumstances, which would be evaluated by Co-op members on a case-by-case basis).
- Long-term renters are expected to participate in the cleaning schedule (i.e. tidying equipment, washing cups, refilling the water cooler, emptying garbage, dusting, sweeping/vacuuming the floors) as well as updating the sandwich board when applicable. Details regarding this will be provided.

### **Insurance/Certification**

Third-party renters offering classes, workshops and/or other wellness services to clients and/or the general public in the Collective Soul Space must:

- Hold recognized certifications for their practice; and
- Have appropriate insurance for liability. Proof of insurance will be required.

**For more information, please email: [cssnwt@gmail.com](mailto:cssnwt@gmail.com)  
[www.collectivesoulspace.ca](http://www.collectivesoulspace.ca)**