

NON-PROFIT ORGANIZATION

RULES AND REGULATIONS

In order for Georgetown Marketplace to accommodate the non-profit organizations, we have set out the following rules and regulations:

1. We will attempt to support our local community before any other groups.
2. The nature of the presentation must be purely for non-profit purposes.
3. A letter must be submitted to the Georgetown Marketplace management office describing the nature of the organization, a contact name and telephone number and two dates to choose from for setting up the display.
4. Each organization must sign a Hold Harmless Agreement which states the Landlord of Georgetown Marketplace and its merchants are not liable for any damages or injuries caused by the organization's display.
5. All responses will be on a first come first serve basis.
6. Each organization will be allowed two times per calendar year to set up commencing January 1, 2004.
7. All displays will supply their own equipment's and they must attempt to have their set up appear as professional as possible and all signs will be done as professional as possible.
8. There will only be one Non-Profitable organization per weekend.
9. No Groups will be booked during the month of December with the exception of the Toy Drive, Christmas Kettle and Gift Wrapping.
10. A layout of the centre will designate the area for the display. No other area may be used unless otherwise stated.

- Continued on Reverse -

RULES AND REGULATIONS

11. In the event a confirmation letter is available, the organization will be issued a copy for clarification purposes.
12. **No signs are to be affixed to glass, garbage bins and pillars anywhere in the entire building.**
13. All bookings are subject to change or cancellation by Mall Management.
14. Vehicles should be parked on the perimeter of the parking lot after unloading. This leaves the prime spots for customers and patrons of the Mall.
15. Under no circumstances should there be more than 2-4 people at each table, at least two of whom must be adults.
16. There will be absolutely no walk around solicitation of shoppers in the Mall, Mall Entrances or on and about the Mall Property.
17. PROVIDE INSURANCE CERTIFICATE Georgetown **Market Place Corp., 2042170 Ontario Inc and 20 VIC Management Inc.** AS ADDITIONAL INSURED PARTY TO YOUR COMMERCIAL INSURANCE POLICY FOR DATES REQUESTED AND A COPY MUST BE PROVIDED TO THE MANAGEMENT OFFICE WITH A MINIMUM 2 MILLION LIABILITY.

Thank you for your co-operation!