

The Toronto Dance Foundation Winchester Street Theatre

COVID-19 Protocols and Guidelines for Renters

Rentals

The Toronto Dance Foundation continues to monitor the unprecedented COVID-19 public health emergency. For the health and safety of our staff, volunteers and the dance community we have closed our doors to the public and will remain closed until further notice.

We have developed the following guidelines to ensure that all proper health and safety procedures recommended by public health authorities are being adhered to by all users of our spaces.

Renters wishing to book space should get in touch with us at: Rentals@TDT.org to inquire about availability.

All renters will be required to complete a formal rental contract that expands on the guidelines set out below in more detail. Renters will be required to confirm their booking with a deposit of approximately 25% of the estimated contract amount.

Payment of your deposit indicates your acceptance of our rental contract and its terms and conditions. Payment of the remaining 75% must be made at least two days in advance of the scheduled start day via electronic transfer only. Renters will be required to sign their contract at our facility at the beginning of the rental period.

Rental payments are refundable if the rental contract is cancelled at least 30 days in advance.

Bookings cancelled as a result of COVID-19 health concerns are fully refundable and can be made at any time up to the day before the rental period begins.

The Toronto Dance Foundation also reserves the right to cancel, without penalty, any rental contract if they deem the cancellation to be necessary as it relates to COVID-19 health practices. Please note that we might invoke facility restrictions that exceed local and provincial guidelines at our discretion.

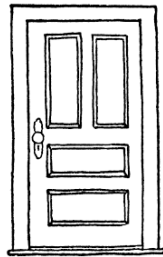
Please note that there are no performances, showings or rehearsals of any kind allowed in our building allowed at this time.

General COVID Guidelines



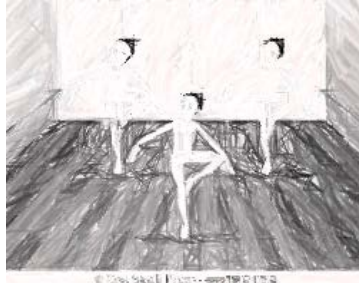
Masks

- Masks must be worn at all times when 2-metres of physical distance between individuals cannot be followed.
- It is not required that dancers working alone in a studio wear a mask.
- It is not required that dancers working in the studio wear a mask while dancing, however it is required that anyone else in the room (e.g. choreographer, designer or observer) wear a mask to protect them from airborne droplets.
- If masks cannot be worn due to the nature of the activity of the artists in the studio, then a 2-metre physical distance must be maintained between individuals.



Arrival

- The inner front door will remain locked at all times. Remote entry is available for renters by requesting the panel code.
- Visitors and renters are asked to use the hand sanitizer available in the front lobby immediately upon entering. We require that the self-health check and contact tracing form be filled out by each visitor each day.
- No cash payments for rentals – all rentals must be paid in advance via e-transfer.
- Buffer times are scheduled in between rentals to allow for a through cleaning of the space and for sufficient fresh air to be circulated into the studio space.
- Renters must arrive no more than 5 minutes before their scheduled start time.
- Renters must immediately exit the building after their scheduled end time to allow for the cleaner to begin disinfecting the space.



In Studio

- Studio and theatre doors must be kept open at all times to allow more air flow into the spaces and to reduce the spread of germs via door handles and push bars.
- The thermostats have been locked off to run at the optimal settings to allow as much fresh air in as possible and cannot be adjusted by renters.

Studio Capacity (*Current, Red Zone*)

Area	Persons
Lobby Area	6
Studio A	5
Studio B	5
Studio C (Theatre)	5
Studio D	4



Washrooms and Change Rooms

- The basement change rooms, showers and sauna will remain closed until further notice.
- Please arrive in the clothes you will be wearing for your rental.
- The basement greenroom and food area is closed.
- Only pre-filled water bottles are permitted at this time.
- Eating is not allowed in the studios or lobby.
- Outdoor shoes are to be removed and placed on designated mats or taped off areas at the doors of the studios.
- Renters are encouraged to bring a bag to place shoes in.
- No bare feet allowed outside of studios.
- Sanitizing wipes are available in both the studio and the theatre so that if renters would like to do so, they may sanitize any high touch surfaces at the start and end of their time.



Renter Responsibilities

- Unannounced visitors will not be permitted.
- Renters are responsible for submitting a list of anyone who will be in attendance during their booking along with their rental contract.
- All persons must screen for symptoms before arriving at the building that day:
- <https://tdt.screen.healthcare/>
- Those unable to screen before arrival may use the printed sign-in sheets available in the front lobby.
- Socializing in the lobby before or after your rental is discouraged. We ask that you leave as soon as possible so spaces can be sanitized before the next renter arrives.
- Any renter, or visitor who begins to experience any COVID-19 symptoms while at the Winchester Street Theatre must immediately notify The Toronto Dance Foundation: facilities@tdt.org 416-677-4805

**The Toronto Dance Foundation Release of Liability and
Waiver of all Possible Claims and Assumption of Risk**

I hereby acknowledge that I have agreed to rent studio or theatre facilities with The Toronto Dance Foundation (**TDF**) and/or the Winchester Street Theatre (**WST**).

I acknowledge and accept that there is a risk that I could be exposed to COVID-19 while using the facilities.

I also acknowledge and accept that while renting facilities from the **TDF** that I must maintain social distancing and other guidelines.

I agree to release the **TDF** and **WST**, their officers, directors, employees, agents and volunteers from any and all causes of action, claims, demands, requests, damages or any recourse whatsoever in respect of any personal injuries or other damages which may occur or arise as a result of exposure to COVID-19 during my visit or as a result of my visit.

I do hereby acknowledge and agree that notwithstanding the generality of the foregoing, I declare that I will not commence litigation or otherwise seek to recover damages or other compensation against the **TDF** based on any action, claim, demand, request, loss or any recourse whatsoever arising from any potential or actual exposure to COVID-19 while using the facilities and/or through the provision of rental services to me by the **TDF**.

I further acknowledge that the **TDF** can rely on this Release of Liability and Waiver of all Possible Claims and

Assumption of Risk as a complete defence to any and all claims, damages, causes of action, or recourse or liability that may arise at any time.

I have carefully reviewed this Release of Liability and Waiver of all Possible Claims and Assumption of Risk and I acknowledge that I fully understand the terms as set out above.

I acknowledge that I am signing this Release of Liability, Waiver of all Possible Claims and Assumption of Risk voluntarily.

Print Name

Company

Signature

Date