

ARBAB RUSTAM GUIV DARBE MEHR
THE ZOROASTRIAN SOCIETY OF BRITISH COLUMBIA
6900 Halifax Street Burnaby, British Columbia V5B 2R5
Telephone: (604) 420-3500

RULES AND REGULATIONS FOR USE OF THE DARBE MEHR

The Darbe Mehr is for the use of the Zarathushtis of British Columbia. Care, usage and regular maintenance of the Darbe Mehr is the responsibility of The Zoroastrian Society of British Columbia. As the property is situated in a residential area, it is important that the neighbors are not disturbed. We have to deal with the Municipality of Burnaby continuously, and our task is made all the more difficult if there is a record of complaints. The Zarathushti community is requested to take pride in the Darbe Mehr and ensure that it is taken care of in the same way as one would take care of one's own home. In order to avoid any misunderstandings or problems, some rules and regulations for the use of the Darbe Mehr are given herewith:

1. By regulation, the maximum number of persons allowed in the hall is 109.
2. For public functions of up to 109 persons, it is recommended that the community hall (and not the prayer hall) be used. One option is that the main ceremony is conducted in the community hall and that the prayer hall is used for a private prayer after the main ceremony. The prayer hall is available only for smaller religious ceremonies. Since shoes must be removed and heads covered **before** individuals enter the prayer hall, the side entrance should be used, especially for non-Zarathushti guests. There are head coverings and shoe racks available in the small room adjoining the prayer hall. The main entrance may be used for, say, the entry of the navjote or wedding party.
3. No music or noise should be heard outside the building after 10.00 p.m.
4. Unless specifically agreed to, use of the property should end before midnight. If you leave late, please be considerate of the neighbors and leave quietly.
5. Avoid parking in front of the neighbors' houses on Moore Street. As far as possible, please park along Halifax Street and in the back parking space.
6. Please bring sufficient garbage bags, paper towels, edibles required, or replace anything belonging to ZSBC which is used during the function.
7. The area used must be vacuumed and the vacuum bag emptied after use.
8. The kitchen should be cleaned, especially the stove, oven, counter tops, tables, sink and the floor. Also all utensils, kettles and coffee percolator which are used, must be cleaned and stored away in their proper place.
9. When the dishwasher is used, the washing cycle should be completed whilst the user is there, and the washed crockery and cutlery put inside the cabinets or wherever they belong.
10. Garbage must be bagged and placed in the outside garbage shed. The doors of the shed should be secured to prevent dogs from getting at the garbage.
11. If you turn up the heating, please do not turn the thermostat higher than 20°C. The hall will not heat up faster and you risk tripping the circuit breaker.
12. All windows and doors must be locked. Please double check. There have been instances when we have had damage done to the property, with resulting losses and inconvenience, due to such carelessness. There have been break-ins and vandalism as a result of windows and doors carelessly left unlocked or open. You are responsible for any damage that may result to the Darbe Mehr as a result, should any door or window not be locked secured firmly or locked after you finish using it.
13. Fire regulations require that the EXIT lights be turned on before a function starts. The switch is in the panel in the heater room (entrance next to the basement kitchen sink). When leaving, please turn the EXIT as well as inside lights off.

14. No smoking is permitted in any part of the Darbe Mehr premises, and no food and drinks can be brought into the prayer hall (except those items used for religious ceremonies).
15. Breakages are the responsibility of the user; therefore please use the Darbe Mehr responsibly.
16. Parents are requested to pay special attention to their children, so that they do not cause any sort of disturbance. We have received complaints from neighbors of children running through their backyards, and parents should ensure that this does not happen.
17. A donation for the use of the Darbe Mehr is requested (minimum \$251 for members and \$371 for non-members).
18. A damage deposit cheque for \$250 should be made payable to the ZSBC, and accompany this application for proper consideration.
19. A cleaning deposit cheque for \$100 should be made payable to the ZSBC, and accompany this application for proper consideration.
20. Responsibility for picking up the Darbe Mehr keys and returning them the day after the event will rest with the user.

I/We thank ZSBC for the use of the Darbe Mehr, and confirm that the Rules and Regulations for its use have been read and are agreed to. I/We understand that if they are not followed, the Darbe Mehr will not be made available to me/us for future private functions. Additionally, if we use the prayer hall, I/we undertake that I/we and our guests will remove our shoes and cover our heads as a mark of respect for the faith. It will be my/our responsibility to ensure that this is done. If there are those in the group who do not follow the rules, a ZSBC Director or Trustee will be entitled to bring this to my/our attention, and I/we will take remedial steps to request the person/persons concerned either to do so or leave the prayer hall. Enclosed are:

- Damage deposit cheque/cash for \$250
- Donation for \$ _____ (See item 17)
- Cleaning deposit for \$100

Function: _____ Function date: _____ Time required: _____

Date: _____ Signature: _____

Telephone No. _____ Name: _____

Address: _____

Name of Director/Trustee responsible: _____

Director/Trustee's Tel. No.: _____

Note: Original to be retained by ZSBC; copy to proposed user.

/ad

Updated: Oct 1, 2014