



24-Hour Access

Release of Liability and Assumption of Risk

As a 24-hour secure-access coworking facility, The Trade Coffee & Coworking, has a few different policies and procedures than a typical 24-hour facility. Please read the information carefully. If you have any questions, please ask.

Compliance with Rules

I understand and agree that a 24-hour membership is a special membership based on trust and is a privilege, which can be taken away for a violation of rules. As a member, I agree to abide by all membership rules (community norms), and 24-hour membership rules, which will be posted at the facility, web-site, and may be amended from time to time at the sole discretion of The Trade admin.

The additional rules below apply to a 24-hour membership:

- Only active account members will be allowed entry.
- Only one 24-hour member may enter the building back-door at a time during non-staffed hours. Allow the door to close and lock completely before another member may enter.
- *Door App access sharing is strictly prohibited and will result in immediate loss of membership. Door App sharing is viewed by ownership as stealing services.
- In a power-outage occurrence, members are to exit the building within 1 hour of power-outage. Members may not enter facility while power is out.
- During non-staffed hours, the café and two conference rooms will be closed and not accessible.
- Doors and windows may not be propped open during non-staffed hours.
- Any messes made, food and beverages brought in must be cleaned up and put away.
- Do not move any major furniture around, bring in any major furniture during non-staffed hours.
- Do not adjust thermostats temperature settings. You may run thermostat after-hours, however by doing so, you are assuming responsibility by returning the thermostat back to it's original setting before leaving the building.
- Rummaging through or entering unlocked offices, mailboxes, lockers, open desk spaces, storage room, file cabinets is strictly prohibited and may lead to legal action.
- First and last member entering or exiting must unarm or arm facility alarm system, and exit through first floor back door.
- As a courtesy, last members should turn off lights in their office, and communal space, but is not a requirement.

I agree that improper unauthorized use of the facility, and unfollowed rules may result in member suspension or cancellation. I agree not to let anyone use my Door App for any reason, and I agree to report any situation that appears to be Door App sharing to The Trade Staff or Admin. A security "tailgate" system has been installed to monitor and record instances of "tailgating". I understand that one act of Door App sharing will result in immediate membership suspension or termination. The Trade reserves the right to suspend or cancel the rights, privileges and membership without refund of any member whose actions are detrimental to the use, safety, and enjoyment of the facilities.

_____ Initial your acceptance to abide by The Trade rules and special rules for the 24-hour membership.

**Door App may change at the sole discretion of The Trade — Door App is shared through SmartPhone Devices which allows member to lock, and unlock back-door entry.*

No Supervision

I understand that I am purchasing a membership at a 24-hour facility that allows access at any time. As such, I am aware that there will be no supervision or assistance except during staffed hours. Staffed hours may change at the sole discretion of The Trade. I am aware that if I get injured, become unconscious, suffer a stroke or heart attack or any other medical emergency or event that there will likely be no one to respond to my emergency and The Trade has no duty to provide assistance to me while I am in the building. I understand that even though the building is equipped with surveillance cameras, these record but are not monitored continuously, help will not be available during non-staffed hours.

_____ Initial your acceptance of No Supervision.

Acknowledgement of Risk and Waiver of Liability

I voluntarily assume the risk of injury, accident, death, loss, cost or damage to my person or property which might arise from my use of The Trade, and I agree to hold harmless and release The Trade and all affiliated corporations, and its officers, directors, board members, agents, employees, representatives, executors, and all others from any and all liability. I also release all of those mentioned and any others acting on their behalf from any responsibility or liability for any injury or damage to myself including those caused by the negligent act or omission of any of those mentioned or others acting on their behalf or in any way arising out of or connected with my participation in any activities or the use of any equipment at The Trade during staffed or non-staffed hours.

_____ Initial your acceptance of Acknowledgement of Risk and Release of Liability Waiver.

I certify that I have read and understand all of the terms of The Trade agreement and agree to continue to abide by all of the terms of this agreement.

Print Name: _____

Signature: _____

Date: _____