

# P1: AGREEMENT FOR USE OF PREMISES

This document represents an agreement between

\_\_\_\_\_

(FULL LEGAL NAME OF ECD PROGRAMME OR ECD PROGRAMME OWNER/PRINCIPAL NAME)

And

\_\_\_\_\_

(NAME OF BUILDING OWNER OR LANDLORD OF PREMISES)

## 1. PARTIES DETAILS

Phone Number of ECD Programme: .....

If available: E-Mail address of ECD Programme: .....

Postal or Physical Address of ECD Programme OR Operator/Owner:

.....  
.....

Phone Number of owner/landlord of premises: .....

If available: E-mail Address of owner/landlord of premises:.....

Postal or Physical Address of Building Owner/ Landlord of Premises:

.....  
.....

## 2. PREMISES

Address of premises: .....

.....

## 3. OBJECTIVES AND SCOPE

This agreement relates to the use of premises to host ..... (Name of ECD Programme). The aim of ..... (Name of ECD Programme)

is to provide care, support, and early learning opportunities for children between birth and school-going age, in a safe and nurturing environment.

## 4. TERMS AND AGREEMENT

This agreement will start on ..... (Start date) and end on ..... (End date).

The agreement will be reviewed by both parties (the ECD programme and the owner/landlord of premises) at least three months before the end date, and a decision reached in renewal before the end of the agreement. Either party may request a review before that time.

### Termination by Either Party

Either party may terminate this agreement by providing the other party with one (1) month's written notice of their intention to end the agreement. The notice period shall begin on the date the written notice is received by the other party.

**5. HOURS OF USE**

The owner or landlord gives permission for the ECD Programme to be run at the premises on the **following days and times:**

WEEKDAY .....  
TIMES .....

**6. RESPONSIBILITIES**

..... (Name of ECD Programme) agrees to:

- a) Pay R..... in monthly rent for the property.
- b) Ensure that the premises is kept clean and tidy, and be sure to report any problems to the landlord immediately.
- c) Take care of premises, including any furniture and equipment belonging to the premises.
- d) Provide toys, cutlery and blankets (if needed).
- e) Ensure that all equipment is safely stored away at the end of each day and when the programme is on holiday.
- f) Pay R..... as per the monthly electricity bill or prepaid electricity based on usage if there is a need.

..... (Name of Owner/Landlord) agrees to:

- a) Provide free access to the premises on the days and times above.
- b) Provide access to toilet facilities and safe water.
- c) Look after any programme materials and toys left at the premises.

**7. DISPUTES**

In the event of any dispute about this agreement, the dispute shall be referred to the nominated organization who may resolve the dispute or appoint an agreed independent arbitrator for that purpose. This cost will be shared.

**8. SIGNATURES**

**OWNER / LANDLORD:**

I agree to the terms of this agreement and declare that: (Tick ONE box only)

- I own the title deeds for the above premises.
- I have a lease for the above premises, and I am entitled to sub-let them.

..... **DATE:** .....

**SIGNATURE OF OWNER/LANDLORD**

**ECD PROGRAMME:** I agree to the terms of this agreement:

..... **DATE:** .....

**SIGNATURE OF ECD PROGRAMME**

**WITNESS**

..... **DATE:** .....

**SIGNATURE OF WITNESS**

