

Schedule A

Date of Letter:

The Corporation of the City of Orillia, 50 Andrew Street South, Suite 300 ORILLIA,
Ontario, L3V 7T5

**Attention: Jay Gronc
Manager of Real Estate**

Re: Letter of Intent

This letter of intent is to provide information to the City and set out general terms and conditions of the proposed Lease of a portion Swanmore Hall located with the Stephen Leacock Museum National Historic Site, by _____ (“Offeror”). This letter is not intended to constitute a binding offer or agreement.

Name of Offeror	
Company Name and Description	
Business License Number	
Address	
Phone Number	
Email Address	
Proposed Occupancy Date (if other than January 1, 2022)	
Proposed Use of Property As a complement, the museum mandate is important to this agreement; please explore that connection in your description.	

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Examples of your offerings ie menu(s)/experiences/opportunities

Please feel free to attach supplemental information

Potential Employment Numbers and Types of Jobs

Café Only:

With onsite catering:

Proposed Terms and Conditions in Favour of the Tenant:

Additional Information Please check the boxes below to attest you can prove the City current copies and/or information related to the following as req:

All relevant licensing and certificates ie smart serve, food handling, ability to obtain Liquor Licence.

Information on any other business holdings or previous lease agreements

Health & Safety Policies

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The purpose of this letter is to identify key terms and considerations, that the Corporation of the City of Orillia, using its sole discretion, will use to evaluate whether an offer is satisfactory and can proceed to negotiations of a formal Lease Agreement, execution of the same will be subject to approval from Council of the City of Orillia. Terms and conditions shall be negotiated in the formal Lease Agreement. For clarity, the City reserves the right to reject any or all Letters of Intent at its sole discretion.

This letter contains an outline of terms only and, shall not be legally binding upon any party hereto. The Offeror represents and warrants that it is duly authorized and has all necessary power and authority to execute and deliver this letter and to perform its obligations hereunder. It is expressly agreed and acknowledged that no agreement or meeting of the minds has been reached. Accordingly, if for any reason whatsoever the Lease of any Stephen Leacock Museum National Historic Site is not consummated, no party hereto shall be entitled to any form of relief whatsoever, including, without limitation, injunctive relief or damages.

The Offeror cannot transfer or assign its rights or obligations provided for in this letter without the prior written consent of the City.

The Offeror shall bear its own expenses incurred in connection with this letter, including, without limitation, the charges of their respective legal counsel, accountants, financial advisors and finders.

Offeror

Per:

Name:

Title: