



# The Hive

## Co-working + Childcare Agreement

Name

Phone + Email

### The Basics

#### 1. Agreement

The Hive is a co-working workspace + childcare option, NOT a licensed daycare. A parent or legal guardian must be present on site. Exhilaration Station provides supervision in a group setting to children, not one-on-one care.

#### 2. Payments

Payments are due to Exhilaration Station at the beginning of each month. Co-working hours are valid only for the month that they are purchased in and do not rollover regardless of absences.

#### 3. Agreement Modifications and Cancellations

No modification of this agreement shall be considered valid unless made in writing and agreed upon by both parties, and must be requested prior to the beginning of the month. Refunds are not available for early contract termination.

#### 4. Liability Release + Usage

The client will hold harmless Exhilaration Station, its staff, and volunteers, for any damage or injury incurred at Exhilaration Station.

#### 5. Agreements

This contract outlines an agreement between Exhilaration Station and the above-named person(s) ("the client"). Exhilaration Station will provide a co-working space and child care for the designated hours per month. Exhilaration Station is NOT a licensed daycare. They provide group supervision to children, not individual one-on-one care.

#### 6. Add On Hours

Additional hours of coworking may be provided if staffing allows & permission is granted. Monday-Thursday notice may be given before or on the same day as the additional co-working hours to be used. Additional hours on Fridays will need to be scheduled. The rate for additional hours is the

same as the current hourly rate, and must be paid by the end of the day that the additional hours are utilized.

## **7. Membership Services + Perks**

Membership Services refers to the following services that we offer:

- Access to the co-working space at the following days and times:
  - Mondays 9am - 4pm
  - Tuesdays 9am - 4pm
  - Wednesdays 9am - 4pm
  - Thursdays 9am - 4pm
  - Fridays by appointment only
  - Saturdays & Sundays closed
- Use of basic equipment and furnishings including extension cords, tables/workspaces, chairs, Wi-Fi, communal use cups, plates, utensils
- Access to complementary bottled water, tea, and coffee
- Childcare & supervision while you work

## **8. Membership Pricing**

The Hive membership includes childcare for one child at a rate of \$14/hour for children in diapers, or \$12/hour not in diapers. Additional children will result in an additional, discounted charge of \$8/hour per additional sibling.

Full time monthly membership for 1-3 children (4 days a week, 9am - 4pm) is \$960 if your youngest child is in diapers, \$800 if no diapers. This is a savings of \$544-\$608 per month!

Part-time monthly membership for 1-3 children (10 days per month, you choose whichever days you like, 9am - 4pm) is \$480 if your youngest is in diapers, \$400 if no diapers. This is a savings of \$440-\$500 per month!

## **9. Agreement Modifications + Cancellations**

Memberships are billed on a monthly basis and we request that all co-working members inform Exhilaration Station of the planned work schedule in advance. To ensure adequate staffing, unscheduled or drop-in care is NOT available for Hive members. Absences or changes in schedule do not entitle Hive members to reimbursement or refund regardless of reason. No modification of this agreement shall be considered valid unless made in writing and agreed upon by both parties. Contract cancellations must be requested prior to the beginning of the month.

## **10. Facility Usage + Storage + Space Rentals**

The co-working space is available during all Hive business hours (M-Th 9am-4pm) as a shared workspace. Exhilaration Station cannot guarantee privacy within shared spaces. We reserve the right to

restrict usage on the Exhilaration Station network and Wi-Fi and to safeguard from any malicious content including malware or spyware.

Exhilaration Station does not provide storage space for computers, office equipment or other personal items of value. You are responsible for taking all personal property and equipment home at the end of each day. Exhilaration Station is not responsible for damage, theft, or loss of personal property or equipment.

### **11. Expectations of Privacy + Fair Usage + Disputes**

The Hive is a co-working space and Exhilaration Station functions as a public business. As such, there is not an expectation of privacy when using the co-working space. A location for confidential or private business may be requested during certain times at the discretion of Exhilaration Station.

Exhilaration Station provides Wi-fi for use by multiple clients for their own business usage. As such, please limit usage of Wi-fi bandwidth to a reasonable amount that allows multiple users to do business at the same time. Exhilaration Station reserves the right to limit Wi-fi usage and prioritize Exhilaration Station's connection to the internet.

As a member of the Hive, you are not permitted to publish material that could be seen as harassment, intimidation, bullying, or threatening while using Exhilaration Station's facilities. You do not have permission to use Exhilaration Station's resources to distribute material that is obscene, violates copyrights or trademarks, or that breaks any laws or regulations.

You are also not permitted to use foul or abusive language towards staff, volunteers, or other guests while on the premises. Failure to comply with these terms will result in the immediate termination of your contract and could result in legal action if deemed necessary.

Exhilaration Station assumes no responsibility for the behavior or actions of others that may occur on the property. Exhilaration Station assumes no obligation to provide remediation for disputes that may arise between members or guests. Furthermore, members agree to hold Exhilaration Station harmless of any legal claims or slander as a result of disputes that may arise between members, volunteers, guests, or employees of Exhilaration Station.

Days of Week & Times Co-working Will Be Utilized:	
Print Name:	Date:
Signature:	