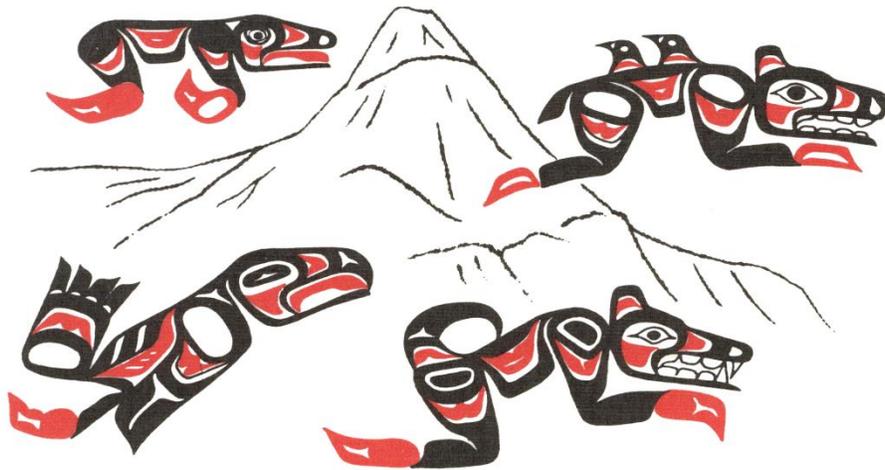


# **Gitsegukla First Nation Community Gym/Hall Policy**



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PEOPLE OF SEGUKLA MOUNTAIN

**August 30, 2016**

## Gitsegukla Community Hall / School Gym Rental Policy

### Gitsegukla Community School Gym

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1. An "Application to Rent" as attached is required by all renters, setting out all the conditions of use and renter fees including a signature of the renter prior to the event, signed by the renter.
2. A damage deposit is required for any event and is payable along with the rent for the hall one week before the event in accordance with the rental rate policy. The damage deposit shall be five hundred dollars (\$500.00) and shall be returned upon a satisfactory inspection of the premises (this may take up to 3 business days). An unsatisfactory inspection will result in some or all of the damage deposit being forfeited;
3. The Hall shall be rented to adult persons only (children and youth may enjoy the gym but they cannot be the "renters");
4. The contact person(s) shall be in attendance for the duration of the function;
5. The Applicant will be responsible for setting up the Gym/Hall for their event as well as dismantling to condition it was prior to the event;
6. The Applicant will clean the Gym/Hall at the conclusion of the event. The list of expected clean-up is posted at the Hall and attached to this policy;
7. Renter is responsible for the batteries required to operate the hand held microphone;
8. All garbage and recyclables are to be removed from the Gym/Hall by the renter and placed in the outside receptacles;
9. No unauthorized alcohol shall be permitted in the Gym/Hall.;
10. Exit doors shall remain unblocked at all times;
11. No exposed candles may be used;
12. Use of confetti inside the Gym/Hall is prohibited;
13. All rental rates are final. The Gym/Hall reserves the right to refund all or portions of rent to non-funded groups or charitable organizations;

14. The renter agrees that use of the Gym/Hall beyond the period stated on the application (i.e. next morning clean up) may result in an additional charge to the renter;
15. Gitsegukla band or Gitsegukla Community School accepts no responsibility for any items left in the Gym/Hall by the renter, organization members or function attendees.;
16. It is understood that the renter shall indemnify and hold the Gitsegukla band and Gitsegukla Community School save harmless from and against all claims or demands with respect to the use of the Gym/Hall. The Gitsegukla Band or Gitsegukla Community School is not responsible for personal injury or damage or for loss of personal items or equipment of the renter or anyone attending on the invitation of the renter;
17. Any damage resulting from not performing the above tasks including the clean-up check list Appendix A-01 will be the responsibility of the renter ;
18. Management reserves the right to withhold the use of the Gym/Hall regardless if it is booked or not;
19. Any amounts owing for previous events by any individual or groups will prevent from future use unless an arrangement has been made with management.
20. The rent is set out in Appendix B-01. The rent revenue shall be applied as follows: 25% for operations and maintenance, 15% administration fee, and 60% back to the various fund raising groups that are currently unfunded and are non-profit.

Community Hall / Gym Rental Agreement

**Between the Gitsegukla Community School and Band and the Applicant(s)**

**Applicant Information:**

Name (individual/group) \_\_\_\_\_

Contact Name \_\_\_\_\_

Address \_\_\_\_\_ Postal Code \_\_\_\_\_

Phone # (     ) \_\_\_\_\_

Purpose of rental \_\_\_\_\_

\_\_\_\_\_

Rental Date \_\_\_\_\_ Time: \_\_\_\_\_

(Include set-up and clean-up)

Rental Fee \$ \_\_\_\_\_ Damage Deposit \_\_\$500.00\_\_

Number of people expected \_\_\_\_\_

I/We have read and understand the rules and regulations pertaining to the rental of the above noted Community Hall, and

I/we agree to abide by them. I/we further agree to exercise the utmost care in the use of the facilities and to reimburse the cost of repairing any damage arising from our occupancy.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

Approved by:

\_\_\_\_\_  
Signature – Gitsegukla Representative

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\$ \_\_\_\_\_  
Rental fee Paid

\$\_500.00\_\_\_\_\_  
Damage deposit paid

\_\_\_\_\_  
Receipt #

## **Appendix A – 01 of the Gitsegukla Community Hall / School Gym Rental Policy**

### **Clean up check list:**

The community Gym/Hall is for the enjoyment and benefit of the community – first and foremost it is a gym for the students and all children and young people of Gitsegukla;

The Gym/Hall rental shall apply to all individuals and groups;

We request that you review the checklist following the usage of the facility to ensure all the rules and regulations have been complied with. At the end of the applicants use, the area should be left in the same condition of cleanliness as it was at the beginning of use:

- All floors swept;
- Cooking or serving areas must be clean, tidy, disinfected and in proper order;
- Any dishes or appliances or equipment used must be thoroughly cleaned and returned to their original location;
- Ensure all water (taps, sinks and toilets) have been shut off prior to leaving;
- All garbage and recyclables are picked up and placed in the garbage receptacles at the school premises by the users;
- Tables and chairs must be cleaned, stacked and returned to their original location;
- All decorations (if used) must be removed without any damage to the facility;
- Bathrooms are clean and in proper order;
- All lights and fans are shut off;
- All doors and windows closed and properly secured;
- Heat turned down and air conditioner turned off prior to exiting the building (if applicable);
- Please clean and return dishtowels;
- Clean up garbage (including cigarette butts) out the gym.

Additional janitorial duties will be charged against the damage deposit.

## Appendix B– 01 of the Gitsegukla Community Hall / School Gym Rental Policy

### Rental Fees:

#### 1. Funerals:

<input type="checkbox"/> Arrival	\$ 200.00
<input type="checkbox"/> Smoke Feast	\$ 200.00
<input type="checkbox"/> Memorial	\$ 200.00
<input type="checkbox"/> Settlement Feast	\$ 500.00
<input type="checkbox"/> Stone Feast	\$ 500.00

2. Weddings \$1,000.00

3. Dances \$1,000.00

#### 4. Workshops and Meetings

<input type="checkbox"/> Less than 100 people	\$ 300.00
<input type="checkbox"/> More than 100 people	\$ 300.00

5. Special Community Events \$ 500.00

#### 6. Bingos

<input type="checkbox"/> A \$2,000 bingo =	\$ 200.00
<input type="checkbox"/> A \$3,000 bingo =	\$ 300.00
<input type="checkbox"/> A \$5,000 bingo =	\$ 500.00
<input type="checkbox"/> A \$10,000 bingo =	\$1,000.00

7. Other fundraisers (i.e. fun night, loonie, action, etc) \$ 300.00

8. Use of the hall during the tournament \$ 200.00 per day

**RENT AND DEPOSIT MUST BE PAID PRIOR TO ANY EVENT**