



Champagne and Aishihik First Nations PROPERTY SERVICES DEPARTMENT

HALL RENTAL AGREEMENT

Hall Location: Klukshu Hall _____ Champagne Hall _____ Takhini Hall _____

Name: _____

Mailing Address: _____

Phone #: _____

Work #: _____

Organization: _____

Purpose: _____

No. Expected _____

No. of Tables _____

Public Meeting? _____

Other _____

Info: _____

<i>Date</i>	<i>Room</i>	<i>Start Set-up</i>	<i>Start Event</i>	<i>Finish Event</i>	<i>Finish Clean-up</i>	<i>Amount</i>

\$350.00 *Potlatch (includes cleaning of Kitchen, Floors, garbage removal & Bathroom)*

\$ _____ *Basic User Fee, per day*

\$100.00 *Damage & Key deposit*

Total Facility Charges \$ _____

TERMS OF RENT

Note: Please do not use pins, thumbtacks or staples to post notices or permanent decorations.

1. This booking does not take effect until it is signed by the renter & returned to the Champagne & Aishihik First Nations (CAFN) Property Services Department.
2. Please notify the CAFN Property Services Office as soon as possible regarding any cancellations.
3. The Renter is responsible for the entire set-up and clean up of the facility (unless otherwise arranged). The Renter accepts financial responsibility for any damage caused to the facility is being rented. The Renter is responsible for securing the facility when they vacate it. A Facility Cleaning Checklist is attached.
4. Tables are not to be dragged across the floors or to be removed from the hall at any given time.
5. The Renter must not exceed the posted maximum capacity allowed for the facility. (Klukshu Hall, MunKu, Champagne Hall, Takhini Hall)
6. The Renter agrees to save harmless and indemnify the CAFN from any claim whatsoever arising out of the use of the equipment or occupation of the facility be the Renter.
7. The CAFN Community Halls are non-smoking.
8. There will be a damage and key deposit of **\$100.00** to be paid prior to function. Any damages exceeding the deposit amount will be billed to, and paid for, by the renter.
9. Keys are to be returned to the CAFN Property Services Office by 4:30 pm the following business day.
10. Rent for the Halls are rate on the "Rental Charges Form" **to be paid in advance**, unless other arrangements have been made with the Property Services Department.
11. CAFN has no liability for any debts, injuries, death or claims incurred during the times and dates of the renters agreement.
12. The undersigned agree to the terms of this contract and will abide by the rules of the facility.

Renters Signature

Date

Witness

Date

Per: Champagne & Aishihik First Nations

Date

Please sign & return if you agree with the conditions

RENTAL CHARGES FOR CAFN COMMUNITY BUILDINGS

CHAMPAGNE HALL

Full Day	\$250.00
Potlatches & funerals (3 days)	\$350.00

TAKIHINI HALL

Full Day	\$100.00
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KLUKSHU HALL(Summer Only)

Full Day	\$350.00
Potlatches & Funerals (Summer)	\$450.00
Potlatches & Funerals (Winter)	\$750.00
CAFN Usages – (Fall & Winter) MAX 7 days	\$750.00
NON – CAFN – (Fall & Winter) MAX 7 days	\$1,500.00

TENT RENTAL

Day Rental	\$300.00
Labourer (s)	\$30.00/hr (each)
Delivery (HJ to Community?)	Mileage

- ❖ Buildings must be cleaned thoroughly before leaving. You will be invoice for any extra cleaning.
- ❖ If an extra septic pump-out is required an **additional \$105.00 will be charged.**
- ❖ All buildings require a damage and key deposit of \$100.00 prior to function unless other arrangements have been made. There are no hourly rentals for all halls.
- ❖ **Klukshu Hall shall only be in the summer months.** If rented in the winter by NON-CAFN, all expenses to open the building will be charged to the renter. Expenses include: equipment costs for snow removal, generator costs, flushing out water line, removal of window covers, fire wood, propane, septic pump out, garbage hall and reimbursement of wages and travel for the workers. (**approximate expenses are \$1,500.00**)
- ❖ The rental Charge is to cover the cost of propane, electrical, heat, septic pump-outs, garbage haul, kitchen facilities, and phone charges. Payments can be made in either the Haines Jct or Whitehorse Office before the event.

To book a hall please call 634-4229