



Facility and Equipment Rental Policy

Council Administrative

PURPOSE

The purpose of this policy is to set guidelines and fees having to do with the rental of facilities and equipment from the Town of Delisle.

SCOPE

This policy affects all clients and users of facilities and equipment owned by the Town of Delisle.

DEFINITIONS

Daily Rates = Monday to Friday from 8:00 A.M. to 10:00 P.M.

Weekend rates = Saturday or Sunday (any time)

Weekender rates = Friday 12:00 P.M. to Monday 8:00 A.M.

Weekly rate = Monday 8:00 A.M. to Sunday at 10:00 P.M.

POLICY STATEMENT

1. All users are expected to treat the Town's facilities and equipment with respect.
 - a. Any damage must be reported immediately to the CAO for inspection, repair estimate, and recovery of applicable costs.
2. Tables and chairs within the Town Hall and/or Lodge Room are provided with Town Hall and Lodge Room rentals at no extra cost and must never be removed from the building.

FEE SCHEDULE (fees do not include GST)

	Maximum Capacity	Daily	Weekender	Weekly
Ball Diamonds/Campgrounds		\$125	\$325	\$700
Concession @ Campgrounds		\$40	\$105	\$240
Lodge Room	50 people	\$50	\$130	\$300
Hall	250 people	\$150		
Hall (with Kitchen)	250 people	\$250	\$650	\$1500
Curling Rink	500 people	\$250	\$700	\$1350
Arena	1000 people	\$350	\$1000	\$1800
Tables		\$10 p/table		
Chairs		\$2.50 p/chair		
Stage		\$100		
Projector		\$30		
3x4' projector screen		\$20		
Coffee Urns		\$20		

ROLES AND RESPONSIBILITIES

Chief Administrative Officer

Review and update this policy annually

CERTIFICATION

I, Damon Werrell, Chief Administrative Officer for the Town of Delisle, hereby certify that this policy was duly approved by Council (Resolution # 39-26):



Seal

Damon Werrell
Chief Administrative Officer