



TSESHAHT FACILITIES RENTAL - USER INFORMATION SHEET

Dec 18/2011

Membership and other interested parties who are interested in renting Community Facilities are requested to contact the Tseshaht First Nation Administration Office, Welcome Centre, by telephone at 250- 724-1225 or by email at reception@tseshaht.com . Inquiries will be appropriately forwarded by the Welcome Centre to the attention of the designated Facilities Rental personnel in our Public Works Department.

The following Tseshaht Community Facilities are available for rental use purposes by both Tseshaht First Nation members, groups and by other First Nations and the general public:

1. Maht mahs gymnasium (user fee) \$300 kitchen use is \$250 per day Kitchen Monitor \$120 and prefer a Tseshaht member . Everyone in kitchen must present a food safe ticket prior to renting.
2. Maht-mahs –(member fee) fees \$250 for kitchen Gym free rental for Potlatches ONLY. Any other event is \$200 per day.
3. Cultural Centre (\$70.00) deposit required only for Tseshaht Dance Groups.
4. Culture Center (Membership rate \$70.00 deposit and \$70.00 rental fee
5. Culture Center (User Group) \$100 per day \$50.00 deposit.
6. Tseshaht Longhouse (membership free) for ceremony's ONLY.
7. Tseshaht Long House (User fee) \$150 per day
8. Tseshaht Hockey or Basketball Tournaments member only fee \$200 per day.

*note - Decisions on free RENTALS and specific circumstances can only be made by Chief & Council .

The above noted Community Facilities are available for rent; any inquiries above facilities can be obtained by contacting the TFN Administration Office.

All rentals are undertaken using a Facilities Rental Agreement Form which outlines the responsibilities of the rental user.

OTHER REVELANT USER INFORMATION

- A Damage Deposit in amount of 50% of the rental fee is charged up front and must be paid to secure the booking date.

- **The pick up of keys for Facility access must be arranged with Lisa Gallic . Keys will only be released once everything has been paid in Full 1 week before event.**
- **Set up of the facility for rental use is the responsibility of the User. Coffee and other concession services or the responsibility of the Renter(s) bathroom supply is stocked only first day shall you run out it is up to you to supply thereafter, this also includes Kitchen.**
- **Refund of damage deposit, after inspection of the premise in accordance with the Facility Use Checklist your deposit will be returned. If it does not meet the checklist a portion or all may be kept depending on hours spent to clean.**
- **The Damage Deposit is forfeit in the event of damage or theft (depending on cost to repair or replace items). Costs over and above the Damage Deposit are the responsibility of the Renter.**
- **If you postpone your event and do not give 2 weeks' notice your Deposit will be retained by Tseshaht First Nation.**