



Leq'á:mel First Nation

Facility Rental Application & Agreement

43101 Leq'á:mel Way Tel: 604-826-7976
Deroche, BC V0M 1G0 Fax: 604-826-0362

www.leqamel.ca
reception@leqamel.ca

APPLICANT(S) INFORMATION

Organization (if applicable):		
Contact Person(s):		
Address:		
City/Province		Postal Code:
Contact No.:	Contact No.:	Email address:

EVENT INFORMATION

Which category does your event fall under? <input type="checkbox"/> C1 – Non-profit: Cultural, Religious, Arts, Education, Environment, Sports, Conservation, Youth, Seniors/Elders <input type="checkbox"/> C2 – Business: Tribal, Federal, Provincial, Departmental <input type="checkbox"/> C3 – Private: Personal event or any function in which alcohol is served and or/sold		
Anticipated number of attendees?	Do you require set up? See reverse for fees. <input type="checkbox"/> Yes <input type="checkbox"/> No	
Purpose of event?		
Is liquor being served? <input type="checkbox"/> Yes <input type="checkbox"/> No	Have you applied for your Special Occasion License (SOL)? <input type="checkbox"/> Yes <input type="checkbox"/> No	Have you applied for Special Occasion Insurance (SOI)? <input type="checkbox"/> Yes <input type="checkbox"/> No
Which areas/equipment is required?	<input type="checkbox"/> Boardroom <input type="checkbox"/> Community Hall <input type="checkbox"/> Kitchen <input type="checkbox"/> Audio	<input type="checkbox"/> Other specify
Date(s) and time(s) of event (please use additional piece of paper if necessary):	Day 1	From AM/PM to AM/PM
	Day 2	From AM/PM to AM/PM
	Day 3	From AM/PM to AM/PM
If renting the kitchen, does the individual running the kitchen have their Food Safe? <input type="checkbox"/> Yes <input type="checkbox"/> No		

APPLICANT(S) SIGNATURE

I also declare that all information I/we have provided is true and accurate and consent to making this application.	
Applicant Signature:	Date:
Co-Applicant Signature:	Date:

Leq'á:mel First Nation

FOR OFFICE USE ONLY		
Rental Fees	# Days	Total
Boardroom - \$75.00 per day		
Kitchen - \$75.00 per day		
Community Hall – C1 \$150.00 C2 \$150.00 C3 \$300.00		
Equipment - TBD		
Mandatory Janitorial Fee - \$100.00		
Set Up Fee – C1 \$75.00 C2 \$75.00 C3 \$150.00		
Security/Damage Deposit \$150 (refundable)		
Approved: Yes <input type="checkbox"/> No <input type="checkbox"/>		
If disapproved, explain:		
Authorized by:	Date:	