

REQUEST TO WAIVE FEES FOR FACILITIES RENTAL

Procedure

The Resort Village of Shields supports residents by allowing access to community facilities for various programs. Fees for rental (community centre and barbeque) and damage deposit will be waived pending approval of recommendation made by Parks and Recreation to Council.

Request to Waive Fees for Facilities Rental form must be completed by main contact for activity in Community Centre and submitted to Shields Administrator. Adult sports teams are not eligible for waiver of facilities rental.

A Shields Community Centre Rental Agreement must be filled out and signed by contact person (renter) for all events at the Hall.

Groups who use facility on multiple occasions during the year (i.e. golf men's night and ladies night, village pot luck) must submit Request to Waive Fees for Facilities Rental each year.

Base fee is charged to all groups who are not delivering a village funded and sponsored event. This fee varies based on group size, event type, amount of usage of centre facilities.

The Base fee is as follows:

Description	Base Fee \$
Event less than 3 hours	0
Daytime event (before 4:00 pm)	25
Fundraisers (charitable objects or purposes)	
• Shields receives proceeds from fundraiser	75
Children or Youth events	
• More than 25 attendees	50
• 25 or less attendees	25

Outdoor facility usage, under the direction of instructors(s) requires instructors(s) provide necessary insurance coverage while providing instruction at the outdoor community facility.

Date: May 7, 2020

REQUEST TO WAIVE FEES FOR FACILITIES RENTAL

Today's date:_____

Group making the request:_____

Activity:_____

Date(s) and time of activity:_____

Do you require set time?_____ When preferred:_____

How does your program benefit the residents of Shields?

If a fundraiser, who will benefit?_____

What will you charge residents and why?

Estimated number of residents participating:_____

Estimated number of nonresidents participating:_____

CONTACT INFORMATION

Name of main Contact:_____

Name of Group (if applicable):_____

Address:_____

Phone:_____ Phone2:_____

Email(s):_____

Comments or additional information helpful for the committee to recommend waiver of

fees._____

Date: May 7, 2020