

POLICY

100-12 COUNCIL CHAMBER RENTAL/USE

The District of Lakeland No. 521 will permit the use of the District Council Chambers for meetings and functions subject to availability by all local community groups and organizations as well as outside Agencies that would benefit the District or provide information important to the municipality as a whole. The District of Lakeland No. 521 will assess the following fees for the use of the Council Chambers:

Local Groups/Organizations – No charge

Outside Organizations - \$25

Additional information

- a) The business affairs of the District shall remain a priority and the District reserves the right to cancel or defer any previously committed rentals.
- b) Rentals will include the use of the Chambers only. No additional services will be provided, such as the use of the phone (local/long distance), photocopying, internet use, or provision of coffee.
- c) Council Chambers will be left in a neat and tidy condition with all Chairs and tables returned to their original position. Organizations utilizing the Council Chambers will be responsible for any damages sustained during the rental period.
- d) The District will provide keys for access for after hour rentals that need to be signed out and returned within 24 hours of the completion of the rental period.