



BRANDON CHAMBER OF COMMERCE BOARDROOM RENTAL AGREEMENT

1043 Rosser Avenue
Brandon, Manitoba R7A 0L5
T: 204-571-5340
F: 204-571-5347
info@brandonchamber.ca
www.brandonchamber.ca

The Brandon Chamber of Commerce grants permission for the use of the boardroom as outlined, subject to the Terms and Conditions of this Agreement.

Renter

Name of Organization:
Name of Contact:
Phone:
Email:

Scheduling

Date(s) Required:
Start time:
End Time:

FOR INTERNAL USE
Amount:
Invoice #:

**please note that rental time includes prep and clean up times*

Boardroom:

- Downstairs
- Upstairs (Main Floor)

Equipment Needed (included in rental):

- Digital Screen with HDMI (Must supply own laptop, Upstairs only)
- Wifi
- Coffee/Tea (Cost is \$6.00/per pot)
- Pull up Screen (No projector supplied)
- Dry Erase Board/Easel

Rental Fees: (plus GST)

Member	Non-Member		Not for Profit		
Full Day (4-8hrs)	\$80.00	Full Day (4-8hrs)	\$100.00	Full Day (4-8hrs)	\$55.00
½ Day (4hrs or less)	\$55.00	½ Day (4hrs or less)	\$75.00	½ Day (4hrs or less)	\$35.00
Hourly	\$20.00	Hourly	\$30.00	Hourly	\$20.00

Chamber Hours of Operation: Monday to Friday 8:30AM to 5:00PM

Special Requests/Notes:

The undersigned agrees to be bound by the Rental Agreement and the Terms of Conditions and has the authority to sign on behalf of the organization.

Signature

Date