



DAUPHIN
NEIGHBOURHOOD
RENEWAL
CORPORATION

Occasional Facility Use Agreement
Dauphin Neighborhood Renewal Corporation

Person/Group/Organization: _____

Mailing Address: _____

Purpose: _____

Contact Person: _____ Telephone: _____

E-mail: _____

Do You Have Insurance? ☐ Yes ☐ No

Date(s) and Time Required: _____

Room(s) Requested: _____ Number Attending: _____

Authorizing Person (print): _____ Signature: _____

REQUIREMENTS REQUEST

Location	Morning/Afternoon or Evening	Morning & Afternoon Afternoon & Evening	All Day
Church Sanctuary	☐		
Board Room	☐	☐	☐

Please call 204-701-1110 for rental pricing.

Equipment Use: ☐ No ☐ Yes - provide details_____

Tables:_____Chairs:_____Projector:_____Screen:_____

Setup required: ☐ No ☐ Yes (Provide Plan)

Are you a charitable or non-profit organization? ☐ No ☐ Yes

If yes, you may be considered for a discounted rate.

Any other special requirements:_____

Total Usage Fee:_____Date of Request: _____Approved:_____

Please call 204-701-1110 to book the Board Room or Gathering Hall (Sanctuary space)

NOTE: Please indicate if you are a non profit organization as you may be eligible for a reduced rate.

Full payment due at booking

100% refund if cancelled within 60 days of event 50% refund if cancelled less than 60 but more than 30 days

NO REFUND if cancelled less than 30 days from date of scheduled event

Cancellation must be in writing and receive