

Facility Rental Form



Date: _____ Time: _____
Event: _____
Contact: _____
Address: _____
City: _____ Prov: _____ Postal: _____
Phone: _____ Email: _____

Sutter Fund Party Room

Email Sent Booked By: _____

Birthday/Team Party

Name: _____ Age: _____

10:30-1:00 2:00-4:30

1-30 people \$175.00..... \$ _____

After Hours (3 Hours) \$275.00..... \$ _____

Deposit: \$50 (1 Week Cancellation Notice)

Visa MC Invoice Required
 Cash Cheque Debit E-Transfer*

*send e-transfer to director@albertasportshall.ca

Extras

Rent Podium \$25..... \$ _____
 Rent PA System \$25..... \$ _____
 Coffee & Tea \$25..... \$ _____

Things to Know:

Bring your own food, drinks, decorations
 Bring water bottles (no water fountain on site)
 Indoor Shoes/Active Wear
 Time of booking includes:
Setup, take down, cleaning, guests arrival & leaving
 Adequate adult supervision is required

After Hours Bookings:

Museum interactives

On Off

Is the event open to the public?

Yes No

Comments

How they heard: _____

Teams (One Payment)

1-30 people \$125.00..... \$ _____

Additional People \$5/Person..... \$ _____

Corporate Rental

Daytime (Facility Open) \$225.00..... \$ _____

Daytime (Facility Closed) \$350.00..... \$ _____

After Hours (3 Hours) \$275.00..... \$ _____

Boardroom Rental

Daytime \$35/Hour (Max \$140/Day)..\$ _____

After Hours \$50/Hour.....\$ _____

Program Details

<input type="checkbox"/> Art in Sport	<input type="checkbox"/> Collections Tour
<input type="checkbox"/> Lasting Traditions	<input type="checkbox"/> Scavenger Hunt
<input type="checkbox"/> Adaptive Sports	<input type="checkbox"/> Team Building
<input type="checkbox"/> Innovation & Evolution	
<input type="checkbox"/> Other: _____	