

# Facility Rental Form

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Event: \_\_\_\_\_

Contact: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Prov: \_\_\_\_\_ Postal: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## Sutter Fund Party Room

Email Sent

### 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

## Group + School Programs

1-30 \$75.00..... \$ \_\_\_\_\_

31-60 \$150.00..... \$ \_\_\_\_\_

## 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..... \$ \_\_\_\_\_

## Extras:

Rent Podium \$25..... \$ \_\_\_\_\_

Rent PA System \$25..... \$ \_\_\_\_\_

Conference Phone \$25..... \$ \_\_\_\_\_

## Program Details (Office Use Only)

Art in Sport                       Collections Tour

Lasting Traditions                 Scavenger Hunt

Fair Play + Respect                Team Building

Adaptive Sports

Other: \_\_\_\_\_

## Things to Know:

Bring your own food, drinks, decorations

Bring waterbottles (no water fountain on site)

Indoor Shoes/Active Wear

Time of booking includes:

*Setup, take down, cleaning, guests arrival & leaving.*

Adult supervision is required



**ALBERTA SPORTS**  
**HALL of FAME**

## Comments

How they heard: \_\_\_\_\_