



Boardroom Rental Fees

FOR INTERNAL USE
 Received
 Authorized by
 Invoice #

<u>Rental Options please choose one</u>	<u>Non Members</u>	<u>Members</u>
<input type="checkbox"/> Half day rental 8:30am – 12:00pm 1:00pm – 4:00pm (Fridays exempt in Jul/Aug)	\$100.00	\$75.00
<input type="checkbox"/> Half day <u>with</u> video conference pkg	<i>call for rate</i>	<i>call for rate</i>
<input type="checkbox"/> Full day rental 8:30am – 4:00pm	\$160.00	\$100.00
<input type="checkbox"/> Full day <u>with</u> video conference pkg	<i>call for rate</i>	<i>call for rate</i>

Rental Date _____ Start Time _____ End Time _____,

Newmarket Chamber of Commerce hereby grants _____,

(hereinafter called the "Licensee") represented by _____

permission to use the facilities as outlined, subject to the Terms and Conditions of this Agreement contained herein and attached hereto all of which form part of this Agreement. The Facilities within the Town of Newmarket are Smoke Free under the Regional Bylaw A-0285-2000-105. No refunds without 48hr advance notice of cancellation.

Rental Fee	_____
HST 13%	_____
Total	\$ _____

Method of Payment	
<input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Cheque	
Card # _____	Exp. _____

The undersigned has read and (on behalf of the Licensee) agrees to be bound by this Permit/License and the Terms and Conditions contained herein and attached hereto and hereby warrants and represents that he/she executes this Permit/License on behalf of the Licensee and has sufficient power, authority and capacity to bind the Licensee with his/her signature.

X _____
Signature

Name (please print) _____ Phone # _____

Company _____

Address _____

City _____ Postal Code _____

Please note: Audio / visual equipment, coffee and refreshments are NOT PROVIDED.
 Room set up (chairs etc.) is the responsibility of the Licensee.