



# Village of Haines Junction

## Recreational Facilities

### Free-Use Rental Application

#### **Rental Information:**

*Please complete the following to help the Village determine whether your rental request falls under the Village's Local Community Group and Individual Support Policy. Additional information may be requested by the Village. This application is to be completed in conjunction with the standard Village of Haines Junction Rental Agreement.*

1) Organizer and applicant: \_\_\_\_\_

2) Email Address: \_\_\_\_\_ Phone # \_\_\_\_\_

Non-profit

Business

Government

Private Individual

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

3) Are you based out of the greater Haines Junction/Dakwākāda area?  Yes  No

4) Description of event: \_\_\_\_\_

5) Is your event open to the general public?  Yes  No

6) Will your event be advertised to the general public, and how?  Yes  No

7) Will there be any costs / charges to attendees of the event?  Yes  No

8) If yes, how will the proceeds be allocated? (e.g. fundraiser):

#### Office Use Only

This application for free use of Village facilities is:

Accepted

Accepted with conditions

Denied

Additional information (if applicable): \_\_\_\_\_

Date of decision: \_\_\_\_\_

\_\_\_\_\_  
Name of Village Representative

\_\_\_\_\_  
Signature of Village Representative



# Village of Haines Junction Recreational Facilities Free-Use Rental Application

## Free-Use Terms and Conditions:

*Please note that these terms and conditions are in addition to the terms and conditions in the standard Village of Haines Junction Rental Agreement.*

.....  
Facility fees for the St. Elias Convention Centre and the Bill Brewster Arena Mezzanine are being waived in order to support safe and affordable recreational opportunities to our community. This excludes private and for-profit events other than fundraisers.

Free-use of the Village Recreational Facilities does not include any Covid-19 sanitization required at the time of the event. You will be responsible for either completing the sanitization process or paying the sanitization surcharge as outlined on the Rental Agreement.

With the exception of two annual events, free-use bookings can only be confirmed for up to two months in advance.

The location of free-use bookings in Village Facilities is at the discretion of the Village and may be changed at any time to accommodate other users. The Village will strive to provide advance notice regarding any location changes.

Free-use renters must provide the Village with **one week prior notice** of any cancellations or changes to their bookings, unless there are extenuating circumstances, as determined by the Village. Failure to provide notice twice within a one month period will result in the user losing the right to make any further free-use bookings for a one month period.

It is the responsibility of the renter to ensure that all information contained in this application is accurate and up-to-date at the time of the event. Failure to do so may result in the Village charging for a rental should it be determined that the event does not fall under the free-use parameters set by the Village due to false or misleading information being contained in this application.

.....  
*I agree to the terms and conditions included in this application and hereby certify that all information contained in this application is accurate:*

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date