



## **Community Room (MASK) – Business**

**6147 Rama Road, Rama**

### **Information:**

**Date:** \_\_\_\_\_

Contact Person: \_\_\_\_\_ Department: \_\_\_\_\_

Phone: \_\_\_\_\_ Ext. \_\_\_\_\_ Fax No.: \_\_\_\_\_

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

### **Facility Request:**

Reason for Permit: \_\_\_\_\_

Requested Date: \_\_\_\_\_ Times: \_\_\_\_\_ to \_\_\_\_\_

### **Setup Requirements:**

**Maximum charge for setup fees: \$100.00**

Tables & Chairs (provide floor plan if setup is required).

Microphone – Location(s): \_\_\_\_\_

Laptop       LCD       Screen

I require power where there are no available receptacles and will be using my own extension cord (s).

**Signature of Applicant:** \_\_\_\_\_

### **Please Note:**

1. This application form must be completed and emailed to Penny Venhuizen at pennyv@ramafirstnation.ca.
2. There is no fee for RFN Departments using Facilities for official business however, setup fees for Facilities Maintenance services do apply.
3. **Facilities should not be considered booked until you have received a Permit.**
4. Please ensure you eliminate as many hazards as possible including trip hazards (such as extension cords which have not been secured in place).