



Seniors Boardroom

4150 York Place, Rama

Information:

Date: _____

Contact Person: _____ Department: _____

Phone: _____ Ext. _____ Fax No.: _____

Email: _____

Facility Request:

Reason for Permit: _____

Requested Date: _____ Times: _____ to _____

Setup Requirements:

- If you require audio/video, please arrange with the IS Department.
- Coffee Maker is provided but please bring your own cups, coffee, creamers, sugar, etc.
- 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. It is the renter's obligation to clean up the kitchen area after use and remove all items that are brought into the meeting room.