Prince Albert
*Multicultural Council*

# ROOM RENTAL AGREEMENT

## APPLICANT INFORMATION

Full Name: Organization:

Phone Number: Email Address:

## RENTAL DETAILS

Room Requested:

- ◯ *Conference Room*
- ◯ *Kitchen*
- ◯ *Lunch Area*
- ◯ *Lounge Area*
- ◯ *YESS Room*
- ◯ *Other:* _____

| ADDITIONAL DETAILS | |
|---|---|
| Purpose of Rental | |
| Number of Attendees | |
| Preferred Rental Date | |
| Start Time | |
| End Time | |

## APPLICANT ACKNOWLEDGMENT

- ☐ I understand that submitting this application does not automatically confirm my room booking.
- ☐ I agree to follow the company's room rental policies and guidelines.
- ☐ I understand that I am responsible for leaving the rented space clean and in good condition.
- ☐ I understand that the rental fee and payment arrangements will be communicated by the company.
- ☐ I confirm that the information provided is accurate.

Applicant's Signature: Date: