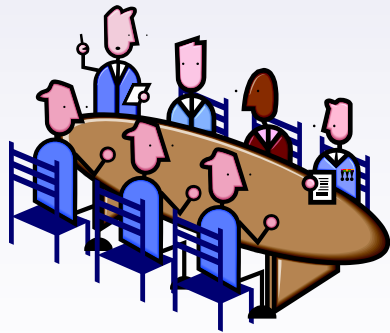


Parking is limited at the front of the building. However, we can reserve a disabled place if required.

For further details and to check availability please contact the Administrative Secretary at 867.695.2610



Meeting Room Rental

P.O. Box 89
Ft. Simpson, NT
X0E 0N0

E-mail: receptionist@dehcho.org
Web: www.dehcho.org



Dehcho First Nations



Meeting Room Rental Information



**9414-100th Street
Fort Simpson, NT
X0E 0N0**

Phone: 867.695.2610
Toll Free: 1.866.995.3748
Fax: 867.695.2038
E-mail: receptionist@dehcho.org
Web: www.dehcho.org

Meeting Room:

Can be used for business meetings, training, conferences, workshops. The room comes equipped with tables, comfortable chairs, wireless internet and whiteboard. Audio visual equipment and flip charts are also available.

The meeting room measures 28' X 25 1/2' and seats approximately 28 people with tables and chairs. Rest room facilities are located in the office downstairs and two upstairs.



Boardroom Rental Rates

Weekday Rentals Rates: \$350/day
\$180/half day
Weekend Rental Rates: No hourly rates
\$350/day

Equipment Rental Rates

Projector & Screen \$200/day
TV, VCR, DVD \$80/day
Wireless Internet \$50-100/day
Video Conference \$400/hour

Coffee (12 cups) \$12
Tea (12 cups) \$12

All inclusive (coffee & tea 36 cups each and necessary equipment, except for video conference and wireless varies in price) \$800+/day

Renter Responsibilities

- The renter is responsible for making arrangements to pick up key before event.
- Renter is responsible for all damages
- Make sure all exterior doors and windows are locked.
- The key must be returned immediately after use of boardroom or following day.

Boardroom & Equipment Rental Agreement

1. The Renter will be held responsible for any damages to the building, equipment, décor or fixtures belonging to DFN, if lost or damaged during the renter's activities. Any damaged property will be billed to the renter at replacement cost.
2. The renter shall clean and maintain the boardroom and leave the boardroom in the same condition in which it was provided.
3. The renter shall remove and dispose of any food and/or garbage created during the use of the boardroom.
4. DFN shall be entitled to charge the renter the cost of cleaning to the boardroom space.
5. Please have all material (e.g. pens, photocopies, printouts, etc.) prior to your use of the boardroom as we are a non-profit organization with limited supplies. A high cost will apply to any paper, photocopying, faxes, etc.
6. DFN accepts no responsibility or liability for equipment brought to or left on the premises.
7. The renter will release DFN and its respective official and employees from all claims against any of them for any loss, damage or injury suffered by the renter or its agents, employees or property arising out of or in connection with the rental agreement.
8. Notice of cancellation must be given seven days prior to the beginning of the rental term. Failure to provide notification will result in a charge fee of 50% of the rental fees, beverages and equipment.
9. The building is a smoke free environment. The renter will not allow any alcohol of any kind to be sold, given away or used upon the premises subject to this agreement.