

BOARDROOM

Capacity Rental includes: Tables, chairs, servery counter only, NO KITCHEN.	Theatre Style.....75 people Boardroom32 people
Prices <u>ENVIRONMENTAL FEE WILL BE CHARGED</u>	Day.....\$100.00 After 5:00 pm.....\$150.00 Day Before: (8:00am-12:00pm).....\$50.00 (12:00pm-5:00pm).....\$50.00 (5:00pm-9:00pm).....\$75.00
Booking Deposit\$75.00
Corkage\$2.75/person
Continuous Coffee & Water\$2.00/person
Continuous Coffee, Juice & Water\$2.50/person
Continuous Coffee, Juice, Water, Pop & Ice\$3.00/person
Pop Tanks\$25.00/ea
Coffee Urn	32 Cup.....\$15.00 100 Cup.....\$25.00
Sound System\$85.00
Power Box\$60.00
Tablecloths	White.....\$3.00/ea Color (limited colors please inquire).....\$3.50/ea
Napkins\$0.50/ea
Table Skirting (silver)\$12.00
Vinyl Table Top (white)\$6.00

Rental Includes:

Tables, chairs, servery counter only, NO KITCHEN. **It is the RENTER's responsibility to clean off tables with liquids to be disposed of down the drain not in the garbage.** If the room is left excessively dirty, a cleaning charge of \$30.00/hour will be applied.

Booking Deposit:

Must be paid at time of booking to ensure your date is held. This booking deposit will be applied to your final invoice. In the event of cancellation, this deposit will not be refunded.

Corkage:

Mandatory for all events serving alcohol. Corkage includes pop, orange juice, clamato juice, lime mix, ice, cups, liquor dispensers, water containers, buckets, and tongs.

Other:

All decorating plans must be approved by the Prince Albert Exhibition Association office. No open flame candles are allowed.

NOTICE TO ALL RENTERS

Renter will be charged replacement cost for any item deemed lost or damaged.

PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE