

Request for Waiver of Rental Fees.

By completing this form you are requesting the waiver of rental fees for the West Elgin Recreation Centre, West Lorne Community Complex meeting room and Pavilions (Miller park and Port Glasgow Trailer Park Pavilions) until December 31, 2021.

The booking process will remain the same. Facility User Contract will need to be signed. A Certificate of Insurance will need to be provided.

Organization Name *

Tiny Tots Co-op Nursery School Of Aldborough Inc.

Representative's Name *

Shelley Smith

Main method of Contact *

☐ Phone Number

☒ Email Address

Phone Number

5197852164

Email Address *

ttcns78@gmail.com

Please select the facility you are requesting the waiver of usage fees.

☒ West Elgin Recreation Centre

☐ West Lorne Community Complex Meeting Room

☐ Miller Park Pavilion

☐ Port Glasgow Trailer Park Pavilion

Room Request within the West Elgin Recreation Centre.

- ☐ Full Building
- ☒ Large Meeting Room
- ☐ Main Hall
- ☒ Kitchen
- ☐ Small Meeting Room

Reason for waiver of rental fees

I saw the resolution in the council minutes regarding the waiving of fees for 2021 and would like to inquire if that would apply to Tiny Tots' situation at all.

Due to the pandemic we have experienced a loss of income due to not operating from September to December as well as increased staffing costs for January to June for enhanced screening and cleaning measures.

I understand if it does not apply as we discussed fees in September but thought I owed it to the Tiny Tots board and Children's Services to investigate.

Thank you.

Date of Requested Fee Waiver.

- ☐ One Time Rental
- ☒ Multiple Rental Dates

Please state Multiple Rental Dates.

January to June 2021

We hereby request a waiver of usage fees for the above stated facility until December 31, 2021. We understand the booking process will remain the same. *

- ☒ Clicking this box you agree to the above statement and all terms and conditions associated.

Date

2021-1-5



OFFICE USE ONLY

Date



Council Approval

☐ Received

Clerk Signature