

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 *

YWCA St. Thomas-Elgin

Representative's Name *

Kellie Coelho

Main method of Contact *

☐ Phone Number

☒ Email Address

Phone Number

519-631-9800 ext. 238

Email Address *

kcoelho@ywcaste.ca

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

The YWCA St. Thomas-Elgin is non-profit organization with a main office in St. Thomas, satellite office locations in West Lorne & Aylmer and that provides services in various locations within St. Thomas and Elgin County. We are requesting that consideration be given to waiving rental fees for the West Elgin Recreation Centre in order to offer local programs for children and youth that promote health and wellness through opportunities to be active, build skills and connect with others and community. Dependent upon COVID-19 restrictions/guidelines and organizational capacity, facilities would be used to deliver in-person programming such as the Red Cross Babysitting Course, Red Cross Stay Safe program, Stress Management and Relaxation Techniques (SMART) and/or low-cost recreation and physical activity programming (ie. non-competitive sports, fitness, leadership and group games).

Date of Requested Fee Waiver.

- ☐ One Time Rental
- ☒ Multiple Rental Dates

Please state Multiple Rental Dates.

September 24, October 16, 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

2021-8-5



OFFICE USE ONLY

Date



Council Approval

☐ Received

Clerk Signature