



# Penticton Indian Band

841 Westhills Drive  
Penticton, British Columbia  
Canada V2A 0E8

Telephone: 250-493-0048 Fax: 250-493-2882

## PIB FACILITY USE AGREEMENT

(September 2023)

*Note: Orientation of the facilities maybe required, before permitted use. If you require catering, please fill out the catering form Appendix A*

\*Date of Applicaton: \_\_\_\_\_

Organization

Partnership

\*Contact Name: \_\_\_\_\_

\*Mailing Address: \_\_\_\_\_

\*City: \_\_\_\_\_

\*Province \_\_\_\_\_

Postal Code: \_\_\_\_\_

\*Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

Email (optional): \_\_\_\_\_

Signing authority for event (for PIB Departments): \_\_\_\_\_

\*Have you ever rented a facility with PIB before?:  Yes  No

If yes, please provide the name and date of the event:

\_\_\_\_\_

\*Type of Event (Ex: gathering, workshop, meeting): \_\_\_\_\_

### Event Information:

\*Event Date: \_\_\_\_\_

\*Event Start (including opening up): \_\_\_\_\_

\*Event Finish: \_\_\_\_\_

\*Estimated Number of Guests: \_\_\_\_\_

\*Tell us about your event (include activities, purpose, theme etc.):

\_\_\_\_\_  
\_\_\_\_\_

All rentals will be subject to a 5% deposit which is to be paid at the time of the booking. No exceptions.  
Additional charges apply for cleaning. This applies for all PIB facilities!



# Penticton Indian Band

841 Westhills Drive  
Penticton, British Columbia  
Canada V2A 0E8

Telephone: 250-493-0048 Fax: 250-493-2882

## FACILITY REQUEST

PIB Administration Boardroom, 841 Westhills Drive- \$25.00/hour

PIB Community Hall \$60.00/hour

Heritage Centre- \$25.00/hour

PIB Ball Field - \$50.00/hour

Snxastwiltxtn Health Community Room \$50.00/hour

OSCS Gym (See OSCS Rental Agreement)

OSCS Field (See OSCS Rental Agreement)

PIB Pit House- \$50.00/hr

Additional Equipment Charges (per event):

Set up Tables & Chairs \$75.00

*By clicking on the box, you agree to these extra costs*      Initials: \_\_\_\_\_

### Additional Equipment Charges (per day):

Zoom login Setup: \$15.00;  Projector : \$75.00;  Screen: \$50.00;  Wireless Mics- \$25.00/each;

Tabletop Microphones- \$25.00 each;  Speakers- \$50.00;  Amp/Mixer- \$75.00;

*\*For PIB Departments only, in lieu of equipment rentals, each PIB department will make contributions to IT Department, in the case equipment is broken, lost, or stolen then there will be a direct replacement/cost to the IT department.*

*By clicking on the box, you agree to these extra costs.*

Applicant Signature:

**Print**

**Submit**

**Clear Form**



## **Penticton Indian Band**

841 Westhills Drive  
Penticton, British Columbia  
Canada V2A 0E8

Telephone: 250-493-0048 Fax: 250-493-2882

### **PENTICTON INDIAN BAND FACILITY RENTAL TERMS AND CONDITIONS**

The Facility Rental Agreement must be signed by the renter and PIB Facility Management coordinator. Fees paid by the renter before the booking is considered active and before any PIB Facility is used.

The renter hereafter agrees;

1. To adhere to the terms of this agreement, failure to do so will result in immediate cancellation;
2. That all individuals on PIB Property will behave with civility, respecting the values of diversity, mutual respect and the quiet enjoyment of others;
3. To abide by all PIB laws, policies and regulations
4. To only use the facility for the purpose as stated in the rental agreement and no other;
5. That all activities listed for this booking are under the immediate supervision and control of a competent and trustworthy adult as named on the Agreement, who will be personally responsible for the facility and properties;
6. To inform all participants and other users connected to this Agreement of the terms, rules and regulations for using the facility and ensure that they remain within the confines of the facility rented;
7. That PIB is not responsible for loss, stolen or damages of any articles belonging to the renter or their guests;
8. To exercise the greatest care in the use of the facility and leave the premises clean and without damage;
9. Damage to any equipment or extra cleaning incurred to PIB facilities will be the responsibility of the renter;
10. To report damages to PIB Public Works;
11. The facility must not be altered in any way;
12. To not sublet any of the rights granted by this Agreement to any other person;
13. Space for the event is booked only for the times indicated. The renter will only have access to the rented facility during the rental times as indicated in this Agreement;
14. Alcohol and/or Drugs are NOT permitted within or on any PIB property and facilities.



## Penticton Indian Band

841 Westhills Drive  
Penticton, British Columbia  
Canada V2A 0E8

Telephone: 250-493-0048 Fax: 250-493-2882

15. PIB may at any time while the premises are occupied or used by the renter, enter the premises and inspect the premises and may make or cause to be made any alterations, repairs or additions which in its opinion it believes are necessary for the safety of persons or for use of the premises or preservation of the premises and PIB shall not be liable to the renter for any damage, direct or consequential, caused by such inspection or works undertaken by PIB;

16. The renter accepts and will use the facility at their own risk and shall assume all risks and hazards incidental to use the facility and agrees to release, absolve and save harmless and keep indemnified the PIB, employees and representatives from and against all claims, actions, costs, expenses and demands with respect to death, injury, loss or damage to personal property howsoever caused, arising out of or in connection with use of the facility notwithstanding that the same may have been contributed to, caused or occasioned by negligence of PIB, its employees or representatives

17. PIB has the right to manage and restrict use of PIB facilities at its discretion. Limitations on use of facilities will be for reasons of priority of use, safety and security of persons and facilities, or to comply with PIB policy.

18. Users of PIB Property must hold, at their own cost, and proof of this insurance must be submitted to Property Management prior to the commencement of the rental agreement. Failure to do so may result in cancellation of the rental agreement.

19. Cancellation must be received (in writing, in person, by phone or Email) 3 days prior to the event date. If a cancellation is not received within the required time the renter is responsible for the costs of service already performed, or contracted for, to prepare for the event. Such costs may be deducted from the damage deposit or charged directly to the rent.

*By clicking on the box you have read and agree to all the terms and conditions of this agreement.*



# Penticton Indian Band

841 Westhills Drive  
Penticton, British Columbia  
Canada V2A 0E8

Telephone: 250-493-0048 Fax: 250-493-2882

## APPENDIX A

### CATERING REQUEST

*If you require catering, please fill out the form below. All PIB cooks and caterers follow the PIB Catering Policy. PIB Events Coordinator will coordinate and fulfill your catering request and requirements. For any questions or concerns, you can email [events@pib.ca](mailto:events@pib.ca) or call (250) 493-0048 ext: 238*

\*Date of Request : \_\_\_\_\_

Please select one or more of the following:

Breakfast  Lunch  Dinner  Snacks & Refreshments

\*Location: \_\_\_\_\_

\*Time of Meal: \_\_\_\_\_

\*How Many People: \_\_\_\_\_

\* Are there any Dietary/Allergy restrictions?  Yes  No

If yes, please list them here: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Special Menu Request      Yes      No

Menu Request (specific meal Request): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Print**

**Submit**

**Clear Form**