



# WAHNAPITAE FIRST NATION USAGE OF Maan Doosh Gamig POLICY

Adopted by Band Council Motion: BCM WFN 20/21-12-182  
At the Chief and Council Meeting of December 15, 2020

## **PURPOSE:**

To permit the usage of Maan Doosh Gamig for various events and activities facilitated for members, non-members and Industry.

## **DEFINITIONS:**

**Band:** A Band, or Indian Band, is a governing unit of Indians in Canada instituted by the *Indian Act*, 1876. The Indian Act defines a band as a body of Indians: a) for whose use and benefit in common, lands, the legal title to which is vested in Her Majesty, have been set apart; b) has funds held for it by the federal government, and; c) is declared a band by the Governor-in-Council.

**Facilities:** Centre of Excellence, Maan Doosh Gamig Hall.

**Party(ies):** A member of Wahnapiitae First Nation, non-member or Industry requesting the booking of the facility.

## **BOOKING PROCEDURES:**

**Note:** All departments within Wahnapiitae First Nation will have access to band facilities upon completion of the following booking procedures:

- All facilities are to be booked through the Administrative Assistant for the Wahnapiitae First Nation who will ensure that adequate space is available.
- All facilities must be booked one week in advance to ensure that no spaces are double booked.

- Upon successful booking of facility, the Administrator Professional will notify the department that manages the facility ensuring proper communication throughout the office, and to ensure that all materials are secured before use (i.e., children's activities are locked in cabinet).
- When requesting Maan Doosh Gamig for private use, a \$50.00 deposit will be required. The deposit will be returned after the function upon inspection of the facility (no damage, cleanliness).

### **FACILITY MAINTENANCE**

Facilities are maintained by a paid staff member on a regular basis. To respect the efforts of the staff and the facility it is the responsibility of the party(ies) using the facility to:

- ensure that it is clean and organized after using it.
- follow the no smoking policy for all band facilities.
- ensure that the facility is suited to their needs prior to the event taking place. The party(ies) will be responsible for any additional cleaning or maintenance needed to suit their requirements.
- follow any guidelines posted in the facility being used (i.e., Kitchen check-off list; hand washing tips etc.).

### **AMENDMENTS:**

This policy can be amended from time-to-time by Chief and Council.

### **REVIEWS:**

This policy must be reviewed every 3 years from the date it is first adopted by Chief and Council.

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Chief of WFN





Wahnapiatae First Nation

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MAAN DOOSH GAMIG  
POLICY AND RENTAL AGREEMENT

Adopted by consensus at a duly convened Chief and Council Meeting February 13, 2013

Renter Name: \_\_\_\_\_ Date: \_\_\_\_\_

Event: \_\_\_\_\_ Date of Event: \_\_\_\_\_

We, the undersigned, as two principal officers of (organization)

\_\_\_\_\_

\_\_\_\_\_

Will be responsible for the following:

- The Rental Fee of: Member \$200.00 Non Member \$300.00 Industry \$500.00
- Deposit \$ 50.00
- Kitchen Rental (if applicable) \$ INCLUDED
- Cleaning fee \$ INCLUDED

**TOTAL:** \$ \_\_\_\_\_

The rental fee includes access to the facility the day of the meeting

You will be responsible for any long-distance phone charges on the date the rental.

Will leave the building in the same condition prior to rental. The use of tape, track, nails, screws, etc. On walls or ceiling is **PROHIBITED**. If you do need to adhere something to the wall/ceiling, please check with WFN Staff for their recommendation on how to do this without causing damage to the facility.

Will pay for any physical damages that occur during the function over and above the rental fee. This includes damages to the building, furnishings and supplies (i.e.) dishes, glasses etc.) A WFN Staff member will accompany one of the officers indicated above for a pre-check of the kitchen, bathroom areas, etc., prior to the event as well as after the meeting.

Tables and chairs may be left out as they will need to be cleaned before being put back into storage. Organizations /individuals renting the facility will be responsible for the placing of tables and chairs, clearing of tables and cleaning dishes, silverware and other supplies used for the meeting.

Will pay an additional cleaning fee if any excessive messes are not cleaned up by the renter. Additional cleaning fee of **\$25.00 per hour.**

The building is **SMOKE FREE**  
Non-compliance with any of the above terms may result in being refused future use of the facility. If you can foresee that any of these conditions will pose a problem (i.e.) removal of supplies the following day, please speak with the WFN staff to see if accommodations can be made.

I/We, \_\_\_\_\_

Of (organization) \_\_\_\_\_ certify that:

We have read and agreed to comply with the above terms and conditions under which this rental agreement is issued.

1. All facts and information furnished herein are true and correct.
2. We are the holders of the offices with the description title as set out and appearing under our respective signatures below.
3. We are the holders of the offices with descriptive title as set out and appearing under our respective signatures below.

Signed: \_\_\_\_\_ Signed \_\_\_\_\_

Print: \_\_\_\_\_ Print: \_\_\_\_\_

Title: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_ Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Telephone: \_\_\_\_\_

Date: \_\_\_\_\_ Telephone: \_\_\_\_\_



**For Organization**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

PRE-CHECK	FINAL CHECK
Name (organization): _____	Name (organization): _____
Please note any prior damaged areas identified in this walk around in spaces provided below.	
Main Hall: _____	Main Hall: _____
Kitchen: _____	Kitchen: _____
Dishes/Utensils/Glasses etc. _____	Dishes/Utensils/Glasses etc.,: _____
Washrooms: _____	Washrooms: _____
Bar: _____	Bar: _____
Other: _____	Other: _____
	<input type="checkbox"/> No Damage Found <input type="checkbox"/> Damage as indicated above
We, _____ & _____ Are in agreement with this pre-check.	We, _____ & _____ are in agreement with the final check & agree to reimburse Wahnapiatae First Nation Centre of Excellence (Maan Doosh Gamig) for all damage listed above and/or for additional cleaning fees
For Organization _____	For Organization _____
Date: _____	Date: _____



