



**ATIKAMEKSHENG
ANISHNAWBEK**

ADMINISTRATION OFFICE
25 RESERVE ROAD
NAUGHTON, ON P0M 2M0
TEL: (705) 692-3651
WWW.ATIKAMEKSHENGANISHNAWBEK.COM

Rental Application for the Reserve Camp

Applicant Information

Full Name: _____ Application Date: _____
Last First DD/MM/YYYY

Address: _____
Street Address Apartment/Unit #

_____ *City Province Postal Code*

Phone: _____ Email: _____

Rental Information

Purpose of Booking: _____ Number of Days Requested: _____

Rental Dates: _____ to _____
DD/MM/YYYY DD/MM/YYYY

Total Number of Occupants: _____

Packaged Rentals (please select all that applies):	Rate:
<input type="checkbox"/> 1-Weekday	\$75.00
<input type="checkbox"/> 1-Weekend Day	\$90.00
<input type="checkbox"/> 3-Day Weekend	\$250.00
<input type="checkbox"/> 1 Week (7 Nights)	\$500.00

For rental inquiries, please contact:

Tiana Wabegijig-Jourdain
Planning & Infrastructure Administrative Assistant

Phone: (705) 692-3651 ext. 219
Email: tjourdain@wfn.com
Fax: (705) 692-5010



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Please Note:

- The Reserve Camp has a 6 person capacity.
- This form serves as a “request” and will be approved/ denied based on availability of the requested facilities. Submission of a rental form does not automatically constitute a reservation of the facility, nor time requested. Please allow three business days for approval or denial.
- This rental form must be submitted a minimum of 7 days in advance of the rental date requested.
- Any changes to your rental, or cancellations, must be noted in writing to the Planning and Infrastructure Administrative Assistant at least 7 days prior to event date to be eligible for recalculation of fees.
- No deposit or payment is due with this request. Once a request is approved, an invoice will be issued to you.
- Payment must be made (through cash, debit, or credit card) at the Atikameksheng Anishnawbek Administration Office at least 7 days prior to your rental. Payment is required to confirm your booking.
- All rentals will be processed on a first-come, first served basis. The only exception to this is in the event of booking accommodations for special circumstances as deemed by Chief and Council.
- Reservations will be taken no sooner than twelve months in advance of the rental date.
- It is the renter’s responsibility to obtain all necessary permits and licenses related to their booking.
- Please contact the Planning & Infrastructure Administrative Assistant for information regarding key pick-up and drop-off. The Reserve Camp key will only be released to the main rental contact if the invoice payment has been made in full.
- The Check-In time is 1:00 p.m. on the first day of your rental. Check-Out time is noted as 11:00 a.m. on the last morning of your stay. Please contact the Planning & Infrastructure Administrative Assistant should you wish to make arrangements for early Check-In/Check-Out times. An additional charge of \$25.00 will be applied for early/late use, and are subject to availability.

I agree to abide by all rules and regulations as stated above, and in the Atikameksheng Anishnawbek Reserve Camp Policy.

- To hold Atikameksheng Anishnawbek, the Reserve Camp, and its’ employees free and harmless from such loss, damages, liability, and cost of expense as may be caused by applicant’s use of the property and facility.
- To pay the full cost of any damages to the Reserve Camp property, or cleaning costs, pending that the facility is returned with damages or in unclean condition after applicant’s use.
- Acknowledge that Atikameksheng Anishnawbek reserves the right to cancel, postpone, or modify facility rentals as outlined in the Reserve Camp Policy.

Signature of Renter _____

Date _____

Signature of Staff _____

Date _____



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For Administrative Purposes:

Staff Name:	
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	<i>DD / MM / YYYY</i>	<i>Time</i>	<i>Notes Regarding Condition</i>	<i>Staff Initials</i>
<i>Reserve Camp's Condition Prior to Rental</i>		AM PM		
<i>Reserve Camp's Condition Post Rental</i>		AM PM		