



Dennis Mortson Boardroom Information for Renters

Dennis Mortson Boardroom	Fee (tax included)
Full Day Rental	125.00
4-hour Rental	65.00
Local Non-Profit/Charitable Organization (1 meeting per month)	No Cost
Private Rental – User Insurance Applies	

User Insurance Rates – Town Supplied		
Non-sporting event	No Alcohol	Alcohol
Hourly	5.00	25.00
1-2 days flat rate	50.00	150.00
3-5 days flat rate	100.00	300.00

Some exclusions apply
Annual premiums may be available

Boardroom Details		
Smart TV	Video Conferencing (OWL)	Open Wi-Fi network
15 chairs	10 individual desk size tables	2 semi-oval type tables
No kitchen	Dry Erase Board	

Important Notes:

- A boardroom rental does not include the kitchen or access to the community hall.
- The boardroom is located at the top of the stairs to the left once inside the main door.
- For participants who require use of the elevator it is located through the main doors and down the hallway to the right. Elevator users must go through the Community Hall to access the boardroom.
- To use the OWL Video Conferencing device, you must download the app.
- Computer is not provided. Please bring your own device to connect to OWL & TV.
- Desks can be reconfigured to suit your event.
- Please leave the tables and chairs clean.
- No alcohol of any kind is to be served on the premises without a Special Occasion Permit obtained from the Alcohol and Gaming Commission of Ontario and all regulations under the Liquor Control Act must be strictly observed and subject to the Town of Englehart Municipal Alcohol Policy, of which a copy is available at the Town Office.
- No nails, screws or tacks may be used to secure decorations in place. Only painter's tape.