

Title: Promotional Tent Rental
Policy No: 1213
Approval: County Council
Effective Date: 21 October 2014
Revised Date:
Supersedes Policy No: Nil



Policy Statement: Woodlands County endeavors to provide local community groups support for their events by providing promotional tents for rent.

Purpose: Community Groups in Woodlands County can rent promotional tents that assists their organization by providing shelter during an event that enhance the experience of participants.

Principles: The County believes community groups don't always have the financial means to own their own shelters and the usage for a tent is sporadic.

1. Booking the tents for rent are made by contacting:

Economic Development Officer Municipal Office, Whitecourt 780-778-8400

Front Desk, Regional Municipal Office, Fort Assiniboine, 780-584-3866

2. A rental agreement must be signed by a representative of the community group.
3. There will be a \$0 per diem rental charge due when picking up the tents.
4. An inspection check must be gone through prior to the tents leaving Woodlands County offices.
5. A \$100 deposit is required at the time of signing the rental agreement and will be held until the tents are returned in clean and good working order with all parts. A return inspection will take place when the tent/s is returned. The deposit will be returned to the renter within **10 business days**.
6. In the event the tent is not returned, a \$50 per day diem rate will be charged until the tent is returned. If the tent is damaged the renter is responsible for the cost to repair and or the full cost to replace the tent.