

# Kinetic Park

1700-17th AVE SE, Swift Current, SK S9H 3V5

306-778-1621 • [communityservices@swiftcurrent.ca](mailto:communityservices@swiftcurrent.ca) • [www.swiftcurrent.ca/play](http://www.swiftcurrent.ca/play)



## STAMPEDE MEETING ROOM—PALLISER PAVILION FACILITY INFORMATION



### Capacity

- Board Room Style—28 persons  
*\*as seen in Picture*
- Classroom Style—20 persons
- Theatre style-60 persons

### Room Dimension

- 47' x 18'

### Available for use

- Two coffee urns
- Tables and chairs provided
- Coat racks and podium
- Projector & screen provided
- Smart TV provided—access to audio/visual ports \*must provide your own HDMI cord

### Facility Fees

<u>Damage Deposit</u>	<u>per rental</u>	<u>\$50.00</u>
<u>Rental</u>	<u>per day</u>	<u>\$160.00</u>
	<u>per hour</u>	<u>\$30.00</u>
<u>Key Deposit</u>	<u>per rental</u>	<u>\$50.00</u>

### Additional

- Decorations must be hung with white sticky-tack adhesive/or self adhesive hooks
- 7 days notice needed to cancel any bookings
- Table cloths, paper products (i.e. napkins), and drink dispensers are **not** supplied
- Set-up sheets required for any event one week prior





**STAMPEDE ROOM RENTAL FORM**

**LESSEE:**

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

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

Postal Code: \_\_\_\_\_ Phone Number: \_\_\_\_\_ (h)

Event Date/Time: \_\_\_\_\_ (w)

Key Deposit:

\$50.00

Meetings and Seminars:

- Meeting per hour \$30.00
- Meeting per day \$160.00

**SET UP REQUIREMENTS**

Total Number of People Attending: \_\_\_\_\_

Head Table Required:

- Yes If yes, Number of People \_\_\_\_\_
- No

Total Number of Tables Required:

Rectangular: \_\_\_\_\_ (3 ft. x 8.0 ft.)

Chairs: \_\_\_\_\_

Podium:

- Yes
- No

Coffee Urn(s):

- Yes
  - No
- How many: \_\_\_\_\_

Coat Rack(s)

- Yes
- No

Need internet access

- Yes
- No

**Please list any additional requirements:**

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**For decorating purposes: ONLY WHITE STICKY TAC ADHESIVE/OR SELF ADHESIVE HOOKS may be used to put up decorations.**

\_\_\_\_\_ (please initial)

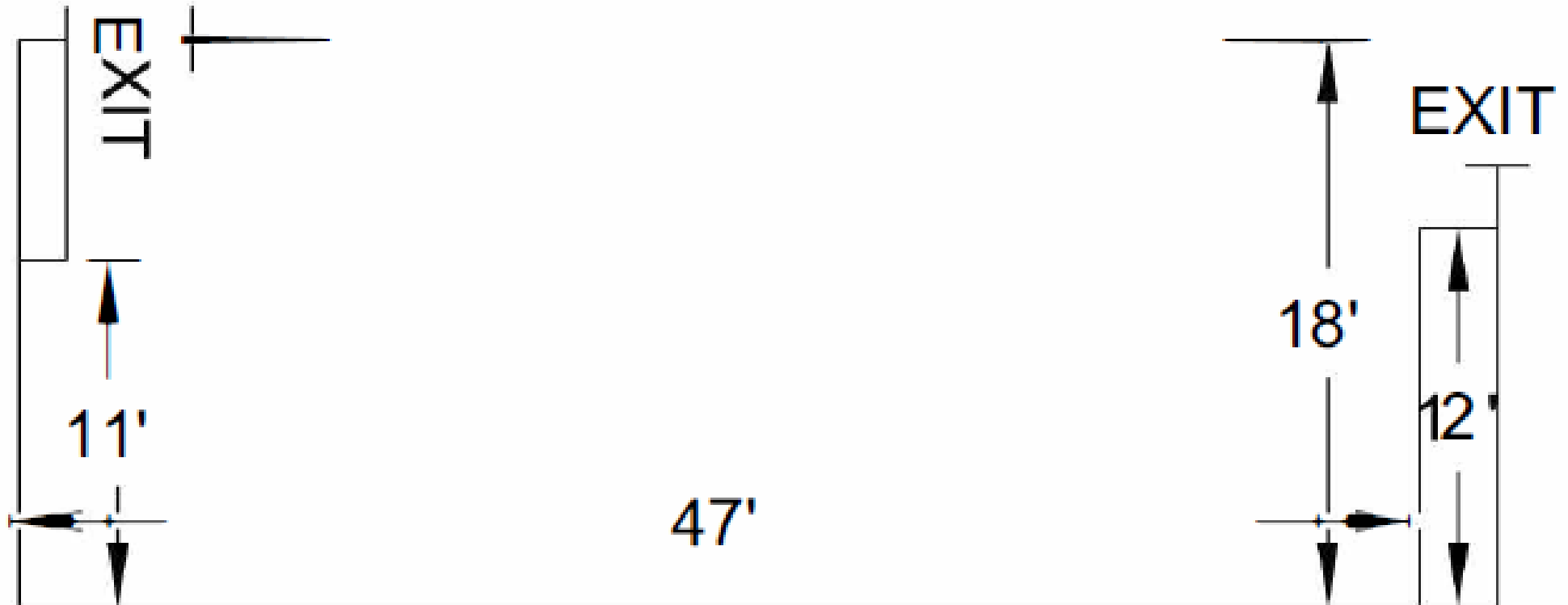
**\*\* Please note that there is a 7-day cancellation policy in effect. Liquor permits must be obtained by the lessee and posted at event.**

Signed: \_\_\_\_\_ Date of Application: \_\_\_\_\_

**For Office Use Only**

Garbage Cans: \_\_\_\_\_ Garbage Bags: \_\_\_\_\_

# Stampede Meeting Room



## **Public Assembly Fire Safety Regulations**

The following conditions form part of the rental agreement and shall apply to all shows, trade shows, concerts, fairs, circuses, dances, cabarets, banquets, receptions, weddings or other such assembly events which are temporary in nature, involve the cooking of food for sale, or involve hazardous materials or processes.

1. All fire exits, access routes to exit and corridors shall remain free of obstructions at all times.
2. All decorative materials, drapes curtains, interior finishes, table pieces and displays shall be flame resistant in accordance with CAN/ULC –S109, Flame Tests of Flame-Resistant Fabrics and Films.
3. Open flame appliances or devices such as alcohol burners, candles, and torches shall be securely supported in noncombustible containers and shall be located or protected so as to prevent accidental contact of the flame with combustible materials.
4. Extension cords shall be in good working order and free of frays and damage. Electrical connections shall be subject to inspection for fire safety.
5. Occupant loads shall be determined in accordance with the National Building Code of Canada and shall be posted where clearly visible to all occupants. Occupant loads will not exceed those posted specific area of the building or for the building as a whole. (See attached Sheet)
6. Combustible waste shall not be allowed to accumulate in or around structures or in or near exits and shall be removed daily.
7. All electrical and heating appliances must be “Listed” and “Labeled” by an approved testing laboratory such as Underwrites Laboratories of Canada (ULC), Canadian Standards Association (CSA) or Canadian Gas Association (CGA) and must be acceptable to the owner of the building.
8. Propane appliances may be used outdoors but must be properly connected and leak tested and located no less that 3 m from any building opening. Propane tanks are not to exceed 45 Kg. Propane tanks will not be allowed indoors. Propane appliances may be allowed to be used indoors but must be fueled from a tank on the exterior of the building via approved fuel lines.

9. All cooking appliances which generate grease laden vapors must have an approved venting system vented to the exterior of the building or be fitted with an approved filter mechanism which removes all grease laden vapors from the air.
10. All deep frying systems must have an automatic suppression system installed. The fire suppression system must bear a label for the UL300 standard and must have been inspected by a licensed installer within 6 months prior to the event.
11. All cooking concessions and display concessions with flammable or combustible liquids must be set up so as to limit public access to hazardous areas of the display and must have a 6 liter Class "K" fire extinguisher.
12. Vehicles and fueled equipment displayed indoors shall have the batteries disconnected, the caps for fuel tanks shall be locked or secured against tampering and fuel shall be limited to the amount required for moving the vehicle or equipment in and out of the structure.
13. The operators of the event shall supply a complete layout of booths, concessions, stages, kiosks, etc. to the fire department for review 7 days prior to the event.
14. All operations are subject to inspection by the Swift Current Fire Department, the Swift Current Building Department, Public Health, Liquor Licensing, and Electrical Inspection Branch prior to and throughout the event.
15. Fire lanes around the exterior of facilities shall be maintained in such a manner as to allow fire department vehicles access to all areas of the building.
16. Indoor fireworks and pyrotechnics displays will NOT be allowed in buildings in the City.