



Six Nations of the Grand River Parks and Recreation Fee Waiver Request Form

To be reviewed by the Six Nations of the Grand River Parks and Recreation (SNGRPR) Department prior to any decision or endorsement.

Submission Deadline: Applications must be submitted at least **30 days prior** to the event date.

Incomplete or late applications will not be considered.

Section 1: Applicant Information

- Full Name:
- Organization (if applicable):
- Phone Number:
- Email Address:
- Mailing Address:

Section 2: Event Information

- Event Name:
- Event Date(s):
- Facility Requested:
- Start/End Time:
- Estimated Attendance:
- Event Description and Purpose:

Section 3: Community Benefit

- Explain how this event benefits the community or holds cultural significance:

Section 4: Proof (if applicable)

- **Six Nations Band Members:** Must provide valid proof of membership (e.g., status card).
- **Community-Serving Groups (schools, nonprofits, service organizations):** Must provide documentation showing they serve the local community (e.g., letter on official letterhead).

Section 5: Event Type (check all that apply)

- ☐ Cultural/Traditional Event (ceremonies, powwows, seasonal gatherings)
- ☐ Community-Benefit Event (free and open to all community members)
- ☐ Non-Profit Organization Event (programs/services directly benefiting the community)
- ☐ Youth/Educational Program (school sports, youth camps, after-school activities)
- ☐ Community-Partnered Event (delivered with Council or Council departments)
- ☐ For-Profit (Band member owned or otherwise) – must be referred to Council for review and approval
- ☐ Other (please explain):

Section 6: Administrative Fees

Important:

- For most facilities a security deposit (\$250) applies and is **not automatically waived**.
 - For **Dajoh Youth & Elders Centre bookings by Band Members or Community Serving Groups: security deposits are automatically waived**.
 - Cancellation fees and no-show penalties are never eligible for waiver.
- ☐ This request involves a facility other than Dajoh and includes administrative fees (SNGRPR will cost out the rental and admin fees and refer to SNGREC for waiver).
- ☐ This request is for the Dajoh → Rental + Admin fees waived automatically.

Section 7: Staffing & Operational Costs

- Will this event occur outside regular operating hours (e.g., holiday, closure day, late evening)?
☐ Yes ☐ No
If Yes:

- Additional staffing/operational costs will apply (e.g., maintenance, utilities, custodial).
- SNGREC must decide whether those costs are absorbed or paid by the applicant.

Section 8: Financial Summary (if applicable)

- Estimated total event budget: \$ _____
- Other funding sources (if any): _____

Section 9: Applicant Declaration

I certify that the information provided in this application is true, complete, and accurate to the best of my knowledge. I understand that incomplete or inaccurate forms will not be considered.

☐ I acknowledge that administrative fees (cancellation fee, security deposit, and no-show penalties) are **not normally eligible for waiver** and remain my responsibility, unless explicitly waived by Council resolution or automatically waived under the Dajoh Youth & Elders Centre Addendum.

I further understand that:

- Submission of this form does not guarantee approval.
- All requests will be reviewed in accordance with the Fee Waiver Policy and any applicable Council resolutions.
- Events scheduled outside regular operating hours (e.g., holidays, closure days, late evenings) require Council approval, including any decisions on staffing and operational costs.
- I will receive written notification of the decision, including any conditions or requirements.

Name: _____

Signature: _____

Date: _____