



Spirit of Success.

701-77 City Centre Drive
Mississauga, ON L5B 1M5

Tel: 905-273-6151
Fax: 905-273-4937
info@mbot.com
www.mbot.com

**MISSISSAUGA BOARD OF TRADE
BOARDROOM RENTAL RATE SHEET**

MEETING PURPOSE: _____ NUMBER OF PEOPLE: _____

EQUIPMENT/SETUP ✓ Please Check	*MEMBERS	*POTENTIAL MEMBERS
Room Set-up: <input type="checkbox"/> Boardroom Style – 20 people <input type="checkbox"/> Classroom Style – 30 people; three tables Time: <input type="checkbox"/> Half Day <input type="checkbox"/> Morning (9:00 am to 1:00 pm) <input type="checkbox"/> Afternoon (1:00 pm to 5:00 pm) <input type="checkbox"/> Full Day (9:00 am to 5:00 pm)	 <input type="checkbox"/> \$125.00 <input type="checkbox"/> \$175.00	 <input type="checkbox"/> \$175.00 <input type="checkbox"/> \$250.00
Equipment: <i>Please indicate # of urns</i> <input type="checkbox"/> Coffee (10 cups/urn) _____ Urn(s)	\$ 10.00/urn	\$ 10.00/urn
<input type="checkbox"/> Overhead Projector <input type="checkbox"/> Digital Projector	<input type="checkbox"/> \$ 25.00 <input type="checkbox"/> \$100.00	<input type="checkbox"/> \$ 40.00 <input type="checkbox"/> \$150.00
<input type="checkbox"/> Overhead Screen	No Charge	No Charge
<input type="checkbox"/> Flip Chart (1)	\$ 10.00	\$ 10.00
<input type="checkbox"/> 36" TV/VCR	<input type="checkbox"/> \$75.00	<input type="checkbox"/> \$115.00
<i>*Above prices subject to applicable taxes</i>		

All reasonable requests outside the designated hours will be considered (extra fee may apply).

Parking: 2-hour free parking is available on the east side of the building. Longer term parking is available for a nominal fee at 55 City Centre Drive.

Please complete and along with the rental contract, fax to the MBOT Office at 905-273-4937. **Room rental is confirmed when completed sheet and rental contract are returned.** All outside technical equipment is prohibited except overhead and LCD projectors. Cancellations should be received at least 30 business days in advance to avoid full room charges.

Company Name: _____ Member: _____ Non: _____

Address: _____

Contact Name: _____ Phone: _____

Fax: _____ E-mail: _____

Room Rental Date(s): _____ Rental Start Time: _____ Rental End Time: _____

Credit Card #: _____ Exp: _____ (mm/yy)

Signature: _____ Date: _____

MBOT Staff Initials: _____