



December 7, 2017.

Direct Line: 416-585-8396

Fax: 416-585-8198

E-mail: msymonds@mtccc.com

Mr. Travis Patron
Canadian Nationalist Party Incorporated
1 Yonge Street, Suite 1801
Toronto, ON
M5E-1W7

RE: Canadian Nationalist Party Incorporated

Dear Mr. Patron,

We are pleased to confirm that we are currently holding space on a tentative basis at the Metro Toronto Convention Centre (MTCC), on behalf of Canadian Nationalist Party Incorporated on **January 27, 2018.**

The enclosed **Schedule A – Space Rental Schedule** provides a complete outline of the space held on your behalf at time of booking. **Schedule B – Capacities and Dimensions**, provides detailed capacities for a variety of room setups. Please consult this document when planning your final requirements. Note that capacities do not reflect sight lines or audio visual requirements. The **Operating Guidelines** are an integral part of our agreement and are enclosed. Carefully review all documents to ensure that we have met your requirements.

- I hereby acknowledge by ticking the box to having read and agreed to be bound by all the terms and conditions contained in the Operating Guidelines.

Space Booked for Food & Beverage

The estimated charges for your food and beverage program (food & beverage fee) and any additional services are due one week prior to your event.

Cancellation Policy

The following cancellation policy shall be in effect for **Canadian Nationalist Party Incorporated.**

Upon Signing and more than 180 days prior to the event:	50% Occupancy Fee
between 90 & 180 days prior to the event:	75% Occupancy Fee
less than 90 days prior to the event:	Occupancy Fee

The advance food & beverage fee and any other partial payments are non-refundable. Reductions or deletions of space are considered as cancellations. Requests for additions or reconfigurations in space must be received in writing. Every effort will be made to accommodate these requests.

You are required to comply with the enclosed **Insurance Requirements**. Should you use a company or contractor other than our official contractors to supply services, proof of general liability insurance (minimum limit of five million dollars) must be supplied for each contracted party. Also, the MTCC must be named an additional insured.

The Metro Toronto Convention Centre maintains twenty-four (24) hour security for building perimeter areas and internal patrols. Although the doors of our meeting rooms can be locked, you are responsible for complete security within exhibit area, meeting rooms and other areas you may use (i.e. loading docks, registration etc.) MTCC shall not be responsible for loss, theft or damage to property or persons within areas occupied by you.

To confirm your agreement, and to have the space held on a definite basis, **please sign this letter and return it, along with the deposit to my attention. If we do not receive a copy back by December 14, 2017 all space will be released.**

We look forward to working with you on a successful event. If you have any questions or concerns, please contact me.

Sincerely,



Melissa Symonds

Encl.: Schedule A, Schedule B, Insurance Information, Rules and Regulations, Event Services Information

Event# 47354

Acknowledged and agreed to on _____ day of _____, _____.

Client Signature
Canadian Nationalist Party Incorporated

Title

Meet Green!

For more info visit www.mtccc.com/green or give us a call



Metro Toronto Convention Centre

**Canadian Nationalist Party Incorporated
Canadian Nationalist Party Incorporated
SCHEDULE A - SPACE RENTAL SCHEDULE**

<u>Description</u>	<u>Space Booked</u>	<u>Start Time</u>	<u>End Time</u>	<u>Occupancy Fee</u>
Saturday, January 27, 2018				
	Meeting Room 401	07:00 am	11:59 pm	\$2,020.00

Occupancy Fee:	\$2,020.00
HST:	\$262.60
OCCUPANCY FEE AND TAXES:	\$2,282.60

Payments Schedule

The Occupancy Fee as set out above is a minimum charge for the right to use the facilities. Payment of the Occupancy Fee is required to be made according to the following schedule:

Due Date	Amount (Cdn \$)
December 14, 2017 Full Deposit Required	\$2,282.60

Deposits

Failure to pay any of the deposits set out above when due will constitute a breach of the Agreement and will entitle the Licensor to terminate this Agreement and forfeit any deposits already paid, in addition to any other rights of the Licensor under this Agreement or at law.

Currency

All amounts set out in this agreement are in Canadian funds. (Payments received in U.S. funds or any other currency will be exchanged into Canadian funds at a rate determined by the Licensor's bank at the time of deposit).

Food and Beverage Administrative Charge

An administrative charge (18%) is added to your bill for this catered event/function (or comparable service). 6.65% of the total amount of this charge is used to defray the cost of house expenses and will be maintained by the MTCC. 11.35% of the total amount of this administrative charge is distributed to employees providing the service including servers, bartenders and porters.

Schedule B

The rooms contracted reflect your needs at the time of booking. Schedule B - Capacities and Dimensions, provides detailed seating capacities for a variety of room setups. Please consult Schedule B when planning your final requirements. Note the capacities do not reflect sightlines or audio visual requirements.



Event #: 47354
Account #: 00152981

Metro Toronto Convention Centre

Canadian Nationalist Party Incorporated

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SCHEDULE A - SPACE RENTAL SCHEDULE
