



## CONFERENCE ROOM RENTAL & COFFEE SERVICE POLICY



### Venues & Capacity

#### Toquaht Boardroom

Perfect for small meetings of 8 ppl or less. May accommodate more if needed.

Full Day: \$100

Half-Day: \$50

#### Tiickin Conference Room (pronounced Teets-kin)

Large open space that comfortably seats 14 around a large conference table. The tables can be reconfigured to suit your needs. If you have a larger group more seats can be added and extra tables can be spaced throughout the room.

Full Day: \$150

Half-Day: \$75

Coffee/Tea Service: \$35 per carafe of coffee, includes cream, sugar and tea

Hours of operation: Rooms available between 8:30AM and 4:30PM.  
If a Toquaht Administration staff member is in attendance, the rooms can be rented outside regular work hours.

*\*To book a room please contact Naomi Mack, 250-726-4230 or [naomim@toquaht.ca](mailto:naomim@toquaht.ca)*