SPACE RENTAL FORM

StratHR Solutions
62 Hargrave Street, Winnipeg, MB R3C 1N1

This form is for individuals, businesses and organizations interested in renting workspace at StratHR Solutions. Please complete the information below accurately. Submission of this form is a rental request and does not guarantee availability or confirm a booking.

1. Contact Information

Full Name *

Organization / Business Name

Email Address *

Phone Number *

2. Space Rental Details

Rental Location 62 Hargrave Street, Winnipeg, MB R3C 1N1

Space Requested *

- ☐ Boardroom
- ☐ Private Office
- ☐ Meeting Room
- ☐ Desk / Workspace
- ☐ Other

Purpose of Rental *

Number of Attendees *

Requested Date *

Additional Date(s)

Start Time *

End Time *

Total Hours

Rental Duration *

- ☐ Hourly
- ☐ Half Day
- ☐ Full Day
- ☐ Multiple Days
- ☐ Long-Term / Recurring

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3. Setup and Space Requirements

Requested Setup

☐ Boardroom Style ☐ Classroom Style ☐ Open Workspace

☐ Other

Equipment / Services Required

☐ Wi-Fi ☐ Projector / Screen ☐ Tables / Chairs ☐ Whiteboard

☐ Other

Accessibility Requirements

4. Additional Information

Please provide any additional details about your rental request.

5. Billing Information

Billing First Name *

Billing Last Name *

Billing Address *

Billing Phone *

Billing Email *

For security, payment card information is not collected on this emailed form.
StratHR Solutions will provide payment instructions separately after the rental is approved.

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6. Rental Agreement

I understand that I am responsible for the appropriate use of the rented space and any equipment or furnishings made available during the rental period. I agree to leave the space in reasonable condition and comply with the rental terms provided by StratHR Solutions.

Signature

7. Cancellation and Rental Terms

I understand that availability, pricing, cancellation requirements and any applicable fees will be confirmed by StratHR Solutions before the rental is finalized. I agree to follow the confirmed rental terms and any instructions provided for use of the space.

Signature

8. Final Acknowledgement

I confirm that the information provided in this form is accurate. I understand that submitting this form does not guarantee availability or constitute a confirmed reservation. A StratHR Solutions representative will contact me regarding availability, pricing and next steps.

Applicant Signature *

Date *

Submission Instructions

Please send the completed form to:

christian@strathrsolutions.ca

Rental location: 62 Hargrave Street, Winnipeg, MB R3C 1N1

A representative will contact you regarding availability, pricing and payment.

For StratHR Solutions Use Only

Request Status ☐ Approved ☐ Pending ☐ Declined