

WHITE OAKS CONFERENCE RESORT

905.688.2560 | 800.263.5765 | 253 TAYLOR ROAD, S54, NIAGARA-ON-THE-LAKE, ONTARIO, CANADA, L0S 1J0 | WWW.WHITEOAKSRESORT.COM

Hotel Confirmation / Agreement

ACCOUNT: Nishnawbe-Aski Legal Services Corp.
POST AS: Restorative Justice Team

CONTACT: ~~Ms. Melanie Mohan~~ Chantelle Johnson
ADDRESS: 1805 Arthur Street East
Unit 100
Thunder Bay ON
P7E 2R6

TELEPHONE: ~~705-988-0736~~ (507) 252-3934

We are pleased to confirm that we are holding the following space on a tentative basis on your behalf.

Arrival: Sunday, August 7, 2022
Departure: Thursday, August 11, 2022

ROOM INFORMATION

DAY	DATE	SUPERIOR GUESTROOM	LUXURY SUITE	TOTAL ROOMS
Sunday	08-07-22	27	3	30
Monday	08-08-22	27	3	30
Tuesday	08-09-22	27	3	30
Wednesday	08-10-22	27	3	30

Guestroom rates are subject to applicable Federal, Provincial and Municipal Taxes in effect at the time of the group's meeting. Subject to change.

Hotel check-in time is after 4:00PM on the day of arrival. Check-out time is before 11:00AM on the day of departure. Please note a fee may apply for a check-out past 11:00AM.

If you require accessible formats or communication supports please send your request to the White Oaks sales department by email (sales@whiteoaksresort.com) or by phone at 905-704-5680.

Page Approval:
White Oaks:
Nishnawbe-Aski Legal Services Corp.

WHITE OAKS CONFERENCE RESORT

909.668.2550 | 800.263.5768 | 253 TAYLOR ROAD, SS4, NIAGARA-ON-THE-LAKE, ONTARIO, CANADA, L0S 1J0 | WWW.WHITEOAKSRESORT.COM

RATE INFORMATION

EARLY ARRIVALS & LATE DEPARTURES:

The guest room rate for early arrivals on Saturday will be \$329.00 and extended stays on Thursday will be \$209.00 per room, per night based on single or double occupancy, plus all applicable taxes.

COMPLETE MEETING PACKAGE PRICING:

The package price for your conference is \$343.00 per person, per night single occupancy.

The package price includes, with each overnight:

Superior Guest Room **ACCOMMODATION**
BREAKFAST Buffet
Buffet **LUNCH** including beverages (ie. Milk, Juices, Soft Drinks)
Gourmet Full Course **DINNER**
Primary Conference Room
In House Event Manager
High Speed Internet Access
ALL In-house Technology for main Plenary Room
(Based on availability will include: 1 Value LCD Projector, 1 Installed Screen or up to 8' Tripod, 1 Wireless Slide Advancer, 1 ext. cord with power bar, 1 house sound audio patch, 1 flipchart with Markers, 1 podium with Wired microphone)
CONTINUOUS "all day" COFFEE BREAKS

BED & BREAKFAST PACKAGE PRICING:

The package price for your conference is \$228.00 per person, per night single occupancy.

The package price includes, with each overnight:

Superior Guest Room **ACCOMMODATION**
BREAKFAST Buffet

Please note that the package price is quoted per person, per night and subject to gratuities and applicable taxes. A portion of gratuities collected consist of administration fees which include team member training programs.

Page Approval:
White Oaks:
Nishnawbe-Aski Legal Services Corp.

WHITE OAKS CONFERENCE RESORT

905.688.2550 | 800.263.5768 | 253 TAYLOR ROAD, SS4, NIAGARA-ON-THE-LAKE, ONTARIO, CANADA, L6S 1J0 | WWW.WHITEOAKSRESORT.COM

LUXURY CLUB SUITE UP-GRADE:

Based on the contracted guest rooms, we are pleased to provide your conference with ONE complimentary upgrade to our beautiful Suites. The package price quoted above will still apply.

Any further Luxury Suite Accommodations required for your group room block will be charged at an additional \$100.00 per room, per night to the above quoted package rates plus applicable taxes.

MANDATORY FACILITY FEE:

Full use of the Resort Facilities is available to all delegates, through a \$15.00 per room, per night, facility fee. This fee includes Resort amenities: Self-Parking, Fitness & Racquet Club, unlimited local phone calls, Premium wireless internet access – guestroom, Concierge Services etc.

RESERVATIONS

It is our understanding that you will be providing us with a rooming list. Your rooming list will be required by **July 11, 2022**. To aid you with preparing your rooming list, we have enclosed a rooming list form. Please have this form completed and returned to our Group Reservations Department, by the above mentioned date. To fax your rooming list directly to our Group Reservations Department, please dial (905) 688-8487.

If you or any of your delegates require assistance in the event of an emergency evacuation; for the safety of your guests; please notify us by identifying them on the rooming list and the type of assistance required.

Please be advised that check-out time is 11:00 a.m. and check-in time is **AFTER 4:00 p.m.** Should you require any special requirements regarding these times, please advise us at your earliest convenience.

ATTRITION

Nishnawbe-Aski Legal Services Corp. may release a total of 10% of their contracted CMPs up to 21 days prior to arrival.

Maximum allowable attrition is 10%. It should be noted that White Oaks Resort & Spa will not alter any contracted rooms unless otherwise instructed by **Nishnawbe-Aski Legal Services Corp.**

Page Approval:
White Oaks:
Nishnawbe-Aski Legal Services Corp.

WHITE OAKS CONFERENCE RESORT

905.668.2550 | 800.263.5768 | 253 TAYLOR ROAD, S54, NIAGARA-ON-THE-LAKE, ONTARIO, CANADA, L0S 1J0 | WWW.WHITEOAKSRESORT.COM

EVENT AGENDA

Conference / banquet space has been reserved for the following agenda. Final specifications will be detailed at least 21 days prior to arrival.

DATE	TIME	EVENT	FUNCTION SPACE	SETUP	PPL	ROOM RENTAL
Sunday / 08-07-22	06:00 PM-08:00 PM	Sunhill Dinner	Sunhill Dining Room	Rounds of 8	30	***Incl
Monday / 08-08-22	07:00 AM-09:00 AM	Breakfast	Sunhill Dining Room	Rounds of 8	30	***Incl
	08:00 AM-05:00 PM	Meeting	Studio 13	Half Rounds	30	***Incl
	10:15 AM-10:30 AM	Coffee Break	Central Coffee Break Station	As Is	30	***Incl
	12:00 PM-01:30 PM	Lunch	Sunhill Dining Room	Rounds of 8	30	***Incl
	02:30 PM-02:45 PM	Coffee Break	Central Coffee Break Station	As Is	30	***Incl
	06:00 PM-08:00 PM	Sunhill Dinner	Sunhill Dining Room	Rounds of 8	30	***Incl
Tuesday / 08-09-22	07:00 AM-09:00 AM	Breakfast	Sunhill Dining Room	Rounds of 8	30	***Incl
	08:00 AM-05:00 PM	Meeting	Studio 13	Half Rounds	30	***Incl
	10:15 AM-10:30 AM	Coffee Break	Central Coffee Break Station	As Is	30	***Incl
	12:00 PM-01:30 PM	Lunch	Sunhill Dining Room	Rounds of 8	30	***Incl
	02:30 PM-02:45 PM	Coffee Break	Central Coffee Break Station	As Is	30	***Incl
	06:00 PM-08:00 PM	Sunhill Dinner	Sunhill Dining Room	Rounds of 8	30	***Incl
Wednesday / 08-10-22	07:00 AM-09:00 AM	Breakfast	Sunhill Dining Room	Rounds of 8	30	***Incl
	08:00 AM-05:00 PM	Meeting	Studio 13	Half Rounds	30	***Incl
	10:15 AM-10:30 AM	Coffee Break	Central Coffee Break Station	As Is	30	***Incl

Page Approval:
 White Oaks:
 Nishnawbe-Aski Legal Services Corp.

WHITE OAKS CONFERENCE RESORT

905.688.2550 | 800.253.5768 | 253 TAYLOR ROAD, SS4, NIAGARA-ON-THE-LAKE, ONTARIO, CANADA, L0S 1J0 | WWW.WHITEOAKSRESORT.COM

	12:00 PM-01:30 PM	Lunch	Sunhill Dining Room	Rounds of 8	30	***Incl
	02:30 PM-02:45 PM	Coffee Break	Central Coffee Break Station	As Is	30	***Incl
Thursday / 08-11-22	07:00 AM-09:00 AM	Breakfast	Sunhill Dining Room	Rounds of 8	30	***Incl

- Should additional rooms be required, the regular room rental will apply.
- In the event that you choose to use an outside audio visual company and forgo the onsite services of Encore at White Oaks Resort, additional charges will apply. Please contact your Conference Planner with those details to be provided with the most updated fees.
- Minimum guestroom and Food and Beverage have been taken into consideration and blocked as shown in the agenda above. Should your guestroom block or Food and Beverage numbers significantly reduce the hotel may reassign function space accordingly.
- If you or any of your delegates have food allergies please notify us in advance of the event. White Oaks cannot guarantee that items have not been exposed to known food allergies.

The above agenda is only tentative made on your group's behalf until a more definite agenda can be discussed with our Conference Services Department.

SPECIAL CONSIDERATIONS:

- Roundtrip Complimentary Transportation to ONE of our Dining Partner locations for one evening (Trius Winery, Peller Estates, Gretzky Estates, Inniskillin, Jackson Triggs, Oast House, Ravine Vineyard, Tide & Vine) when on the full package
- Should you go offsite for a dinner event, we will apply a \$25.00 per person credit to your master account.

All Food & Beverage must be ordered through White Oaks Conference Resort & Spa outlets.

HOSPITALITY ROOM:

A Hospitality Room can be arranged for your group. If you would prefer White Oaks to supply the bar, and consumption is over \$350.00, the Hospitality rental will then be waived. If you choose, your group may supply their own alcohol after 8pm, a rental fee and set up fee will apply. A Special Occasions Permit will be required from your group 30 days prior to hosting your event should you wish to supply your own alcohol. Please see link for more details.

http://www.agco.on.ca/forms/en/1575_a.pdf

Upon receipt of your confirmation, our Conference Services Department will assist you with any further questions or concerns you may have regarding your function.

Page Approval:

White Oaks:

Nishnawbe-Aski Legal Services Corp.

WHITE OAKS CONFERENCE RESORT

905.688.2550 | 800.263.5766 | 253 TAYLOR ROAD, SS4, NIAGARA-ON-THE-LAKE, ONTARIO, CANADA, L0S 1J0 | WWW.WHITEOAKSRESORT.COM

FIRE REGULATIONS:

Please note that sparklers, dry ice and open flamed candles are not permitted on site due to Fire Safety Regulations. Should any of these be instrumental for your function, White Oaks must have proper notification to ensure that proper precautions are taken into effect. We thank you in advance for your cooperation.

Please Note: In our endless pursuit of providing the most ideal learning environment for all of our delegates White Oaks requests all groups to advise your conference planner of any potentially loud set-ups, presentations or other noise issues.

HOLD HARMLESS AGREEMENT

Nishnawbe-Aski Legal Services Corp. shall indemnify and hold harmless White Oaks Resort & Spa against any and all liability, loss, claims, demands, damages or expenses, including legal expense, due to or arising out of:

(I) injury to any person on the premises (including injury resulting in death), (II) damage to or loss or theft of any property in any person arising out of any accident or other occurrence on the premises, (III) any act of neglect by Nishnawbe-Aski Legal Services Corp. and those over whom it is in law responsible, or (IV) any breach or non-performance by Nishnawbe-Aski Legal Services Corp. of any provision of this agreement should you bring in outside suppliers (i.e. DJ's or Bands, decorators or AV Companies) for your event.

White Oaks Resort & Spa brings to your attention that the contracted space is being allotted to you upon the understanding that Nishnawbe-Aski Legal Services Corp. will accept full responsibility for any damage caused to White Oaks Resort & Spa by your exhibits and/or other property, by the members of your organization or personnel no matter how caused.

FORCE MAJEURE

Neither party will be liable for failure or delay in the performance of any duties under this agreement when such delay or failure is due to causes beyond the party's control that could not have been avoided by the exercise of due care, including, but not limited to, acts of God; natural disasters; riots; war; epidemics; terrorist activities; government restrictions; failure of suppliers, subcontractors, or carriers; or the like. The impacted party shall give the other party notice of the failure or delay as soon as possible. Further, without limiting the foregoing, Nishnawbe-Aski Legal Services Corp. may cancel without penalty, and White Oaks will keep all deposits on file to be used on a future event within 365 days of cancelled event, if the World Health Organization or any Canadian federal government agency, including without limitation the Centers for Disease Control, issue a travel notice within Canada.

Page Approval:
White Oaks:
Nishnawbe-Aski Legal Services Corp.

WHITE OAKS CONFERENCE RESORT

905.668.2550 | 800.263.5768 | 253 TAYLOR ROAD, SS4, NIAGARA-ON-THE-LAKE, ONTARIO, CANADA, L0S 1J0 | WWW.WHITEOAKSRESORT.COM

DEPOSIT

DUE DATE	DUE AMOUNT	DESCRIPTION
July 11, 2022	\$20,000.00	Deposit required at the time of booking

If you require an invoice to process your deposit, please send your request to Kathryn North, White Oaks finance department by email (knorth@whiteoaksresort.com).

BILLING INFORMATION

TYPE	INSTRUCTION FOR	ROUTING CODE
Room	Package Costs	Master
Room	Facility Fee	Master
Room	Incidentals	Individual

The deposit required is based on estimate conference amount at time of contract. Should estimated costs of this event increase, an additional deposit may be required as determined by the White Oaks Accounting Department.

All outstanding balances are due 30 days from the date of the invoice. Interest will be charged on overdue balances at 2% per month (24% per annum).

BILLING ADDRESS (please correct if different from what is listed on file):

CONTACT: ~~Ms. Melanie Mohan~~ *Chantelle Johnson*
ADDRESS: 1805 Arthur Street East
Unit 100
Thunder Bay ON
P7E 2R6

Page Approval:
White Oaks:
Nishnawbe-Aski Legal Services Corp.

WHITE OAKS CONFERENCE RESORT

905.688.2550 | 800.263.5768 | 253 TAYLOR ROAD, SS4, NIAGARA-ON-THE-LAKE, ONTARIO, CANADA, L0S 1J0 | WWW.WHITEOAKSRESORT.COM

CREDIT CARD INFORMATION FOR DEPOSIT USE ONLY:

Card Type: _____

Card #: _____

Expiry: _____ CVV: _____

Card Holder's Name: _____

Address of cardholder: _____

I hereby authorize the above Credit Card to be used for Final Payment of this event:

Yes ___ No ___

_____ - Authorized Signature of Cardholder.

This document is intended only for the use of the individual or entity to which it is addressed, and may contain information that is privileged, confidential and exempt from disclosure under applicable law. If the reader of this message is not the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please notify the sender immediately. Thank you.

Page Approval:
White Oaks:
Nishnawbe-Aski Legal Services Corp.



WHITE OAKS

CONFERENCE RESORT & SPA
253 TAYLOR ROAD
NIAGARA-on-the-LAKE-ONTARIO-L0S 1J0



To: Nishnawbe-Aski Legal Services Corp

Number	Description	Unit Cost	18% Gratuities
90	Complete Meeting Package - 30 x 3 nights	\$343.00	\$61.74
30	Bed & Breakfast Package	\$228.00	\$3.42
120	Facility Fee (Total for 4 nights)	\$15.00	\$0.00
8	Suite Upgrades (2 per night) - 1 is complimentary	\$100.00	\$0.00
	TOTAL		

This is only an estimate based on the information provided

STIMATE

13% HST	Total cost per unit	Estimated Cost
\$52.62	\$457.36	\$41,162.06
\$30.08	\$261.50	\$7,845.14
\$1.95	\$16.95	\$2,034.00
\$13.00	\$113.00	\$904.00
		\$51,945.20