

Facility Rental Application

Please submit one application form for each site.

Applicant Details

Name of Organization				Date	
Last Name			First Name		
Street Address			City	Province	
Postal Code		Email Address			
Phone Number			Alternate Phone Number		

Event Details

Nature of Event		Number in Attendance	
On-Site Supervisor		Phone Number	
Additional Information (e.g. equipment requests)			

Booking Details

Site Requested		Start Date		End Date	
Room(s) Requested	Day(s)	Date(s)	Start Time	End Time	
			(include setup/take down)		
Setup Time (include in rental time)					

I acknowledge that I have read the terms and conditions as outlined in the Facilities Rentals Guide.

Signature		Date	
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Please submit completed application form to rentals@sd38.bc.ca.