

Rental Request

DATE OF REQUEST _____

PRIMARY CONTACT _____

ORGANIZATION (if applicable) _____

E-MAIL ADDRESS _____

TELEPHONE NUMBER _____

ADDRESS _____

ALTERNATE CONTACT _____

E-MAIL ADDRESS _____

TELEPHONE NUMBER _____

TYPE OF ACTIVITY _____

From: DATE: _____ To: DATE: _____

IS THE EVENT ? **PRIVATE** – guest list / set number of people

PUBLIC – public invited by social media, word-of-mouth, flyers

ANTICIPATED MAX. ATTENDANCE **ADULTS** _____ **CHILDREN** _____

INDICATE WHICH AREAS YOU WOULD LIKE TO RENT

JACK MILLIKIN CENTRE - HALL **NESS CREEK SITE NON-EXCLUSIVITY**

JACK MILLIKIN CENTRE – KITCHEN ONLY **NESS CREEK SITE EXCLUSIVITY**

OUTDOOR LOCATION _____

WILL YOU BE SERVING FOOD ? **NO** **YES**

IF YES, WHO IS PROVIDING ?

GROUP MEMBER **CATERER – ON-SITE** **CATERER – DROP-OFF**

WILL YOU BE SERVING ALCOHOL ? **NO** **YES** – permit required

