



HRM Parks and Recreation -Recreation Centre
TOURNAMENT & SPECIAL EVENT RENTAL REQUEST FORM

RENTER INFORMATION

Group/Organization Name:		Type of Organization: <input type="checkbox"/> Non-Profit Registry Joint Stocks # <input type="checkbox"/> Individual/Personal <input type="checkbox"/> Business <input type="checkbox"/> Charity Registered # <input type="checkbox"/> Other, please describe:	
Contact Name(s):		Email Address:	
Address:		Primary Phone Number:	
City:		Cell Phone/Alternate Number:	
Province:	Postal Code:		

RENTAL DETAILS

Event Name / Activity / Description:		Type of Event: Sport <input type="checkbox"/> Tournament <input type="checkbox"/> Meeting <input type="checkbox"/> Community Event <input type="checkbox"/> Special Event <input type="checkbox"/> Party <input type="checkbox"/> Fundraiser <input type="checkbox"/> Wedding <input type="checkbox"/> Dance <input type="checkbox"/> Other <input type="checkbox"/>	
Is Event for: <input type="checkbox"/> Adult (Ages 19+) <input type="checkbox"/> Child/Youth (18 years & under) <input type="checkbox"/> All Ages		Estimated Participants & Spectators # Adult Participants: # Child/Youth Participants: Will participants be charged? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Will there be music? Yes <input type="checkbox"/> No <input type="checkbox"/>	Will there be dancing? Yes <input type="checkbox"/> No <input type="checkbox"/>	Additional items requested: Chairs <input type="checkbox"/> Qty: Tables <input type="checkbox"/> Qty: Projector <input type="checkbox"/> Score Clock <input type="checkbox"/>	
Will neither be provided? Yes <input type="checkbox"/> No <input type="checkbox"/>	Will the event be catered? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, which caterer?	Other: Please note: Room setup may be your responsibility. Please check with the centre. Make sure to include set up and tear down times in your request.	

Alcohol/Bar Service (St.Mary's Boat Club, Lebrun Banquet Hall, North Preston CC Only)

Will you be providing bar service at this event?

Yes No

Who will be providing the bar service?

- HRM Facility** *Note: not all facilities offer bar service.
- Renter** - Renter to provide special occasion liquor license, alcohol, and bartender with Serve Right Card/Certification.
- Caterer** – Please provide the caterer's liquor license:

