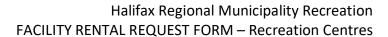


Room:

Halifax Regional Municipality Recreation FACILITY RENTAL REQUEST FORM – Recreation Centres

Select applicable season for request:	Fall 🗀	winter \square	Spring □	Summer \square	ournament \square			
RENTER INFORMATION								
Group/Organization Name:	Type of Organization: Non-Profit □ Corporate □ Other □							
Contact Name(s):		Email Address:						
Address:	Primary Phone Number:							
City: Province Postal Code:	Cell Phone Number:							
RENTAL DETAILS								
Event Name / Activity / Description:		Type of Event: Sport □ Tournament □ Meeting □ Community □ Special □ Party □ Fundraiser □ Wedding □ Other □						
Is Event for: Adult ☐ Youth (18 years and under) ☐		Estimated Number of Participants (including spectators): Will Spectators be Charged? Yes □ No □						
Will there be music? Yes ☐ No ☐ Will there be dancing? Yes ☐ No ☐	Have you booked a Municipal Facility for this event in previous years? Yes □ No □ If Yes, which facilities?							
Additional items required: Chairs □ Qty: Enter # Tables □ Qty: Enter # Other: (Please list)	Special Requests or Comments:							
FACILITY REQUEST INFORMATION								
1.	Day	Start Time	End Time	Start Date	End Date			
Facility: Room:	_							
2.	Day	Start Time	End Time	Start Date	End Date			
Facility:								
Room:	1							
3.	Day	Start Time	End Time	Start Date	End Date			
Facility:								

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Should the locations/times you are requesting above are not available, please indicate below any alternative locations, dates and times you would be interested in.								
Alternative Requests	Day	Start Time	End Time	Start Date	End Date			
•	,							
Notes/Additional Requests:								
SPECIAL EVENT INFORMATION (St.Mary's Boat Club, Lebrun Banquet Hall, North Preston CC Only)								
Will you be providing bar service at this event? Yes □ No □			Will the event be catered? Yes □ No □ If yes, provide caterer's name:					
Who will be providing the bar service? HRM Facility □ *Note: not all facilities offer their own bar service. Renter □ Renter must obtain a Special Occasion Liquor Licence and the alcohol. Caterer □ Provide caterer's liquor licence:		Will the	Will there be music? Yes □ No □ Will there be dancing? Yes □ No □ Will neither be provided? Yes □ No □					
A security / damage deposit is required at the time of booking. Please select the requested location:			St. Mary's Boat Club □ \$300 Lebrun Banquet Hall \$200 North Preston Community Centre □ \$200					

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