

Facility Single Use Form

260 S Dogwood St 250 287 8831 Campbell River BC V9W 6Y7

OFFICE	USE ONLY
ON CALEN	NDAR

Please submit application a minimum of two weeks prior to event.

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E١	rent (for program if applicable)							
Ev	ent:					Date:		
Se	t-up Time:AN	M PM Completion	Time:	AM	PM			
Ro	oom(s) Requested:							
Or	ganization (optional):		Numbe	er of People ex	pected			
		Phone: (cell preferred)						
	nail:		•					
<u>Ec</u>	quipment # of Chairsstem							
O	t	h	e	r		:		
	ound Needs		•	•		•		
Mi	c #: Instruments:	Sound man Needed	d Rehearsa	ıl Time:	AM PM			
1. 2. 3. 4. 5. 6. 7.	 3. For any Group over 60 people CRBC is required, as per the fire code, to have at least one supervisory staff member on site, the cost of this will be paid by the event/group (see below) 4. The contact person listed above will be contacted by the church staff of availability, confirmation, and arrangements for opening, locking, and setting the alarm of the building after departure. 5. Each event/ group will be responsible for their own set-up and take-down of the chairs, tables etc 6. Cancellation Agreement: CRBC reserves the right to cancel at any time, for any reason. CRBC is not responsible for costs incurred. Any money paid to CRBC will be refunded in full. 							
Sta So Co	ees: off Member Open and Close: \$25 und tech \$75 (Doubled if there is omputer visuals tech \$50 Weddi nave read and understood to	an rehearsal, for a larg ng officiant: \$300		aff " Superviso total)	r" (see #3) \$	325/ hr		
Si	gned:							
1)?	ate							