

**A. APPLICANT INFORMATION**

ORGANIZATION / GROUP (if applicable)		WEBSITE (if applicable)	
PRIMARY CONTACT (last, first name)			POSITION
ADDRESS	CITY	PROVINCE	POSTAL CODE
MAIN PHONE #	ALT. PHONE #	FAX #	
EMAIL			

ALTERNATE CONTACT (last, first name)			POSITION
MAIN PHONE #	ALT. PHONE #	FAX #	
EMAIL			

**B. RENTAL INFORMATION**

RENTAL NAME	EXPECTED ATTENDANCE
PREFERRED LOCATION	SPECIFIC AREA
ALTERNATE LOCATION	SPECIFIC AREA

**Rental Type:**
 Meeting
  Photography
  Picnic
  Pool
  Social
  Sport Activity
  Wedding
  Other

**Does your rental include alcohol?**
 Yes
  No

DATES REQUIRED (mm / dd / yy)		FREQUENCY	TIME REQUIRED		EXCLUSION DATES (mm / dd / yy)
START DATE	END DATE	DAILY / WEEKLY / MONTHLY	START TIME	END TIME	
/ /	/ /				/ /
/ /	/ /				/ /
/ /	/ /				/ /
/ /	/ /				/ /

**C. LIABILITY INSURANCE**

- I understand that, in order for my rental to be considered, the **Rental Agreement Holder** is required to hold a third party liability certificate of insurance naming the 'City of Brampton' as an additional insured with a minimum of \$2,000,000 coverage. Facility user liability insurance coverage will be required to be in place, by way of either:
- Purchasing the applicable liability insurance through the City of Brampton during the booking process; **or**
  - Obtaining sufficient liability insurance coverage that is equivalent to the City's liability insurance requirements.

**D. DISCLAIMER**

- I understand that, this is a request form only; availability is subject to change based on rental requests currently being processed. I have no rights or claims to the requested space until such time as I receive a tentative Rental Agreement for my acknowledgment and verification of the rental details.

Incomplete forms and/or requests received less than four (4) weeks' in advance may not be considered.

\_\_\_\_\_  
 Authorized Signature of Individual or Organization/Group

\_\_\_\_\_  
 Date