



COMMUNITY CENTRE RESERVATION APPLICATION FORM

To request a reservation for the Community Centre,
please complete and submit the form below to:

Township of Perry
PO Box 70, 1695 Emsdale Road, Emsdale, Ontario P0A 1J0.
(705) or Fax: (705) 636-5759

Contact Person: _____ Email: _____

Name of Organization: _____ Phone: _____

Address: _____ Town: _____

Prov: _____ Postal Code: _____

Date of Event: _____ Time Requested: _____

Type of Event: _____ Liquor License Required: _____

Insurance Required: _____ Kitchen Required: _____

Approximate Number of people attending: _____ Hall Rented: Novar / Emsdale

A Damage deposit is required with any reservation along with a form of Photo ID. The Damage Deposit will be returned within 14 working days after inspection following your scheduled event date. All renters must be 18 years of age or older.

I have read and understand the required rental fees and building regulations to use the facility. **I understand if damage expense exceeds the Damage Deposit fee; the Township of Perry will bill the renter the difference.** I agree to follow stated policies and any instructions given by the Township of Perry official in charge of the facility at the time of use. The Township of Perry, their employees or agents, and or any volunteers/organizations associated with the activity at this rental will not be held responsible for any personal injury or loss that may occur in conjunction with the activity.

KEYS PICK UP:

SIGNATURE: _____ **DATE:** _____

Office Use Only:

Key # _____ Date: _____ Key Returned: Y / N Date: _____

Deposit returned: Y/N If No, Describe: _____