



CPLBC Event Application Form

Group Name: _____

Group Contact / Responsible Party: _____

Phone: _____ Backup Phone #: _____

E-Mail: _____

Address: _____

Event Date and Hours: _____

- I have checked the Rental Availability Calendar online, and this date appears available as of the date of this application.*

Event Description:

Approximate Attendance: _____

- Will use lawn
- Would like to Bowl Would like to play Croquet
- Will use clubhouse
- Will use the barbecue Will serve alcohol

If alcohol to be served, please complete and initial the following:

- We have a BC Special Occasion License

Our certified Serving It Right representative is: _____

Responsible Party Signature: _____

Date: _____

Submitting this form does not guarantee a booking. A club representative will contact you to discuss your rental request.

- I have read and agree to the terms and conditions on Page 2 of this Application*

Orientation to CPLBC facilities:

- The CPLBC will provide a representative who will open the facility, and will know how the Club equipment works, where the cleaning supplies are, where the First Aid kit is located, and where light controls are.
- Damage to property, furnishings, or equipment must be reported to the CPLBC representative.
- The facility will be cleaned by the CPLBC prior to use by the renting organization.

Dress:

- Clothes suitable for wear in a public park are fine. Shoes must have generally flat soles that will not leave marks in the lawn.

Alcohol:

- Alcohol can be consumed in the clubhouse or on the patio or walkway only. Alcohol consumed outside the clubhouse must be served in plastic cups, not in glass.

Smoking:

- No smoking or use of e-cigarettes or vapour is permitted inside the facility fence.

Cleaning:

- A refundable cleaning deposit of up to \$100 will be provided by the renting organization before the rental date, if required.
- Cleanup is expected to be done by the end of the rental period. If this will not be possible, agreement must be reached with the CPLBC regarding a suitable cleanup time.
- Tabletops should be washed and all furniture returned to its original arrangement.
- Kitchen counters are to be washed and the kitchen left tidy. Spills on the floor should be cleaned appropriately.
- Garbage and recyclables are to be placed in the appropriate containers.
- Food left over at the end of the event must be removed.
- Any CPLBC dinnerware or cooking utensils are to be thoroughly cleaned.
- If used, the barbecue equipment must be cleaned and returned to storage.

Please initial this page to indicate agreement with these stipulations.

Estimated Charges:

Rental Fee based on use and estimated attendance:

Cleaning Deposit: \$_____ required (pay in advance) / No deposit required

_____ for Canadian Pacific Lawn Bowling Club

Date: _____