

Contact Information			
Name of Group:			
Mailing/Billing Address:			
Name of Primary Representative:			
Email Address:		Cell #:	
Name of Secondary Representative:			
Email Address:		Cell #:	
Specifics			
Type of Activity (specify):			
Total # of Participants	Adults:	Minors:	
Main Gym <input type="checkbox"/>	Soccer Nets <input type="checkbox"/> Volleyball Nets <input type="checkbox"/> Other: _____		
Mezzanine <input type="checkbox"/>	# of Tables:	# of Chairs:	
Small Gym (no climbing) <input type="checkbox"/>	# of Tables:	# of Chairs:	
Small Gym CLIMBING <input type="checkbox"/>	Book the climbing gym by emailing climbing@lycee.ca		
Dates and Time Requested (please be detailed):			



Regulations and General Information

This application is required for all requests.

Activities Permitted: Badminton, basketball, soccer, volleyball, etc. are permitted. Restrictions apply for baseball/softball and floor/ball hockey.

Cancellation policy: The Lycée reserves the right to cancel any contract with 30 days notice and any individual rental date with 24 hours notice via email. Once a rental agreement is signed, the Lycée requires 90 days written notice of cancellation. If the notice is less than 90 days and the space cannot be rented to another user agreeable to the Lycée, the Lycée reserves the right to collect the full contract amount. Please ensure the suitability of the space prior to signing.

Clear-out Times: The school must be cleared by end time shown on the permit.

Equipment: Equipment usage such as volleyball poles, nets, and other gym equipment MAY be available **upon request**. No expendable equipment such as balls is available for use. Tables and chairs must be requested on application form. Storage of equipment and materials by prior arrangement only.

Footwear: Only non-marking footwear suitable for use on the hardwood gymnasium floors will be permitted.

Insurance Requirements: Organizations or individuals renting the facility are required to carry general liability insurance in an amount of not less than Two Million Dollars (\$2,000,000) inclusive limit for any one occurrence and **such insurance shall include the Lycée Louis Pasteur Society as a named insured**. This insurance must not have a participant's exclusion.

Freedom of Information and Protection of Privacy Act: The personal information you provide is collected only for use in connection with the rental of our facility in accordance with the Personal Information and Privacy Act. This information is used to communicate with your group and will appear on your booking contract. If you have any questions about the collection or use of this information, please contact jonathan.bateman@lycee.ca.