

Rental Request Form

Applicant Information

Applicant Name:	<input type="text"/>	Event Date:	<input type="text"/>
Event Name/Description	<input type="text"/>	Address:	<input type="text"/>
Anticipated Attendance:	<input type="text"/>	Phone Number:	<input type="text"/>
		Email Address:	<input type="text"/>

For pavilion rentals, please book online at <https://app.univerus.com/ingersollcspub/facilities>

Parks

Ball Diamond(s): Please specify what diamond you are interested in

Victoria Park Community Centre

Pool Rental	<input type="text"/>
Meeting Room	<input type="text"/>

Ingersoll District Memorial Arena

Ice Rental	<input type="text"/>
Summer Floor Rental	<input type="text"/>
Auditorium	<input type="text"/>

Fusion Youth Centre

Gym	<input type="text"/>
Lounge	<input type="text"/>
Art Room	<input type="text"/>
Boardroom	<input type="text"/>
Recording Studio	<input type="text"/>
Kitchen	<input type="text"/>

Additional Comments/Notes?

- Please submit all rental requests in advance as processing may take 1 – 2 weeks.
- For all Fusion Rental Requests, please submit completed application to: Craig Boddy, Manager, Fusion Youth Centre
 - cboddy@ingersoll.ca 519-425-4386 x 6280
- For all other rental requests, please submit completed application to: Michelle McIntosh, Patron and Administration Supervisor
 - michelle.mcIntosh@ingersoll.ca 519-425-1181 x 6261

INTERNAL USE ONLY

Manager / Supervisor Signature:	<input type="text"/>
Date:	<input type="text"/>
Signature of Inputting Staff:	<input type="text"/>
Univerus Invoice Number:	<input type="text"/>

