

REQUEST FOR RENTAL OF ST. DAVID'S CHURCH
133 JAMES STREET EAST, P.O. BOX 386, ORILLIA ON L3V 6J8

DATE OF REQUEST:

EVENT/GROUP NAME:

CONTACT NAME:

ADDRESS:

PHONE:

EMAIL:

PURPOSE OF RENTAL:

DAY/DATE AND TIME OF RENTAL REQUEST (specify if a single date for a specific event, or the day of the week and recurrence if for group use; specify time start/finish)

SPACE REQUESTED:

Upper Small Meeting Room (kitchenette) Lower Small Meeting Room

Large Hall Kitchen Use of Elevator

Sanctuary (only granted under extenuating circumstances)

Storage Space

Note – there is very limited space for storage of group supplies. Please specify what may be needed. There is no guarantee space will be available.

PROCESS

Upon receipt of your request, the Executive of St. David's will review and advise. If space is available and you wish to proceed, a package will be sent to you containing a license agreement for rental and information on insurance requirements.