



**Cowichan Sports Tourism
Event Equipment Loan Program
Reservation Form**

Name of Applicant: _____

Phone Number: _____ Email: _____

Date of Application: _____

EVENT DETAILS

Date(s) of Event: _____

Event Title: _____

Organization: _____

Mailing Address: _____

Event Location: _____

Requested Pick up date/time: _____

Requested Drop off date/time: _____

EQUIPMENT

Please request the number of items required. Total inventory is listed next to equipment description.

_____	Cable Covers (3' length)	6	
_____	Chairs (Folding)	100	
_____	Tables (8')	10	
_____	Tents (10 x 10)	5	
_____	Tent side/back panels	9	
_____	Tent weights	12	
_____	Portable Sound System	1	Announce mic with 2 speakers/stands, cords, microphone
_____	Medal Presentation Podia	1	30" diameter. Bronze - 12", Silver - 18", Gold - 24"
_____	Inflatable Start/Finish Arch	1	Size: 20 ft width x 14 ft height x 3 ft tube diameter. Inner size 14 ft width x 11 ft height. Users must supply their own power source.

Disclaimer

Acceptance of this request releases the Cowichan Valley Regional District and Cowichan Sports Tourism from any and all liability relating to the use, placement or transportation of the loaned equipment.

Signature: _____ (required upon receipt of equipment)

Please submit to:

Cowichan Community Centre, 2687 James Street, Duncan, BC V9L 2X5 or by email to alana.macfarlane@cprd.bc.ca