

## APPLICATION FORM FOR THE USE OF PARLIAMENT HILL

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### ORGANIZATION AND/OR ORGANIZER'S CONTACT INFORMATION

<input type="checkbox"/> Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Mrs. Other: _____	Organizer ( <i>First and Last Name</i> )	Date of Birth ( <i>YYYY/MM/DD</i> )
Title		
Name of Organization		
Address of Organization, if not, that of the organizer ( <i>address, city, province, postal code</i> )		
Organizer's Telephone Number ( <i>cellular number to reach the organizer prior to and during the event</i> )		
Telephone		Cellular
Email		

### EVENT INFORMATION

Date of Event		Estimated Number of Attendees	
<i>From (YYYY-MM-DD)</i>	<i>To (YYYY-MM-DD)</i>		
Time of Event			
<i>Setup</i>	<i>Start</i>	<i>End</i>	<i>Tear Down</i>
Purpose of Event			

Detailed Outline of the Planned Activities, including the names of all speakers or performers

Use of Equipment

If yes, list them, as well as what they will be used for and where you would like them to be located

Oui – Yes

Non – No

Use of electricity

If yes, list for what purpose, how many amps, and where will you need it

Yes

No

**VEHICLE INFORMATION**

Vehicle to deliver equipment?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<i>If yes, the following must be submitted as soon as possible prior to the event</i>		
Vehicle's year, make, model, and color	Licence Plate # and Province	

**ADDITIONAL INFORMATION**

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By filling out this form, the organizer has read, understand and agree to abide by the General Rules on the Use of Parliament Hill.

\_\_\_\_\_ Organizer                      \_\_\_\_\_ Signature                      \_\_\_\_\_ Date

<p>Completed application must be submitted at least 10 business days prior to the event:</p> <p>Anita Vinette Program Coordinator - Use of Hill Parliament of Canada ( 613-240-3264 )</p> <p><a href="mailto:Hill-Colline@parl.gc.ca">Hill-Colline@parl.gc.ca</a></p>
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For Administration Only		
Received date (YYYY-MM-DD)	Received by	File #
Comments for the Committee	Response by	