

## SUBSIDIZED RENTAL APPLICATION

DATE SUBMITTED:

CONTACT INFORMATION	
Last Name	First Name
Address	
City	Province
Postal Code	Phone No.
Email Address	

ORGANIZATION'S INFORMATION	
Organization	Name of Organization President
Quantity of Full-Time Staff	Quantity of Part-Time Staff
Quantity of Volunteers	Quantity of Volunteer Hours (per year)
Quantity of Organization Members	Cost of Membership Fee
Clients Served Last Year	Est. Clients Served This Year
Est. Clients Served This Year	Revenue Canada Charitable Reg. #
Overview of your organization's programs and services offered in the community	

SUMMARY RENTAL SUBSIDY INFORMATION		
Date(s) of Event	Facility Requested	Rental Subsidy Amount Requested (\$)
The following must be attached to this application form for consideration of the rental subsidy request:		
<ol style="list-style-type: none"> <li>Copy of most recent Society Act Annual Report (Form 11)</li> <li>Most recent Audited Financial Statements (or year-end financial statements)</li> <li>Year-to-date Financial Statements (including Balance Sheet and Income Statement)</li> <li>A budget for this fiscal year as well as next fiscal year</li> <li>List of Directors</li> <li>Detailed Event Budget including sources of Revenue and Expenditures</li> <li>Description of Event</li> </ol>		

**APPLICATION CAN BE SUBMITTED BY ONE OF THE FOLLOWING METHODS:**

**IN PERSON:** #201-660 Primrose Street, Qualicum Beach, BC - 9:00 am to 4:00 pm, Monday to Friday.

**EMAIL:** [gbtown@qualicumbeach.com](mailto:gbtown@qualicumbeach.com)

*Personal information on this form is collected under the guidelines of the Freedom of Information and Protection of Privacy Act ("FIPPA") and will only be used for the purpose of administering the Subsidized Rental Application. Questions about this collection can be directed to the Corporate Administrator, Box 130, Qualicum Beach, BC or at 250-752-6921.*