

## Application to use the Corporate Suite at the K-Rock Centre - Kingston Regional Sports and Entertainment Centre

Complete the following information and submit the form to the City of Kingston, by fax at (613) 546-3004 or e-mail at [corporatesuite@cityofkingston.ca](mailto:corporatesuite@cityofkingston.ca) or in person to City Hall reception.

<b>Category</b> <input type="checkbox"/> Incorporated Non-Profit <input type="checkbox"/> Minor Sport Association <input type="checkbox"/> Registered Charity <input type="checkbox"/> Service Club		
<b>Charitable Registration Number and or Incorporation Number (If Applicable):</b>		
<b>Legal name of Organization</b> (attach articles of Incorporation or similar documentation indicating the full legal name)		
Mailing Address	City	Postal Code
Name of <b>Contact Person</b>	Position	
Address (if different than above)	City	Postal Code
Day Telephone Number	Evening Telephone Number	E-Mail Address

### Organization/Group Description

Provide pertinent information about your group (for example: purpose of group, membership composition, service area, etc.)

### History and Overview of Organization/Group

Describe the history of your group and its activities, such as fundraising, community activities, etc.

I, the undersigned, hereby make application for the use of the Corporate Suite at the K-Rock Centre (Kingston Regional Sports and Entertainment Centre) by my organization/group. I have thoroughly read and agree to all terms and conditions of this agreement.

\_\_\_\_\_  
Name (Please print clearly)

\_\_\_\_\_  
Signature