



## Rossland Council for Arts and Culture (RCAC) Screen Rental Request & Declaration

### 1. Instructions

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- i) This form is the RCAC screen rental request form.
- ii) To submit a screen rental request to RCAC, please submit this form to RCAC with contact information and the signed declaration.
- iii) Declaration: all individuals and community groups submitting a screen rental request must read in full the screen rental policy (separate document) and sign the declaration at the end of this form.
- iv) Screen rental requests must be submitted to the RCAC in writing a minimum of 3 weeks in advance of an event.
- v) Requests will receive a response within five days of request.
- vi) Should your request be approved, a deposit of \$200 will be required.
- vii) The deposit will be refunded to the renter after the event based on the condition of the screen.
- viii) Damages to the screen will be paid by the renter.

RCAC contact information for request submissions:

Mail: Po Box 405, Rossland BC, V0G-1Y0

Email: [rosslandarts@gmail.com](mailto:rosslandarts@gmail.com)

### 2. Renter's contact and event information

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Name of Group:

Type of group:

Contact Person:

RCAC Member: YES NO

Email & Phone:

Mailing Address:

Name of Event:

Date and Time of Event:

3. Renter's declaration:

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***“I have read and understood in full the RCAC Screen Rental Policy”***

Renter's Name:

Renter's Signature:

Date:

Thank you for your interest. An RCAC Board member will contact you shortly to reply to your screen rental request.