**Please note**: this application does not secure a HOLD or BOOKING for your event at Ontario Place. Please email the completed form to [events@ontarioplace.com](mailto:events@ontarioplace.com). Please answer all questions with as much detail as possible. If you wish to host an event at Ontario Place during the summer of 2018, we encourage you to submit this application by November 30, 2017.

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| **CONTACT INFORMATION** | |
| **Name of Organization:** Click or tap here to enter text. | **Type of Organization:** Choose an item.  If other, please specify: Click or tap here to enter text. |
| **Website:** Click or tap here to enter text. |  |
| **Social Media Tags:**  Facebook: www.facebook.com/organization Twitter: @\_\_\_\_\_\_ Instagram: @\_\_\_\_\_\_\_\_ Other: Snapchat etc. | |
| **Address:** Click or tap here to enter text. | **City:** Click or tap here to enter text. |
| **Province:** Click or tap here to enter text. | **Postal Code:** Click or tap here to enter text. |
|  | |
| **Event Organizer:** Click or tap here to enter text. | |
| **Position within Organization:** Click or tap here to enter text. | |
| **Office Number:** ### ###-#### | **Mobile Number:** ### ###-#### |
| **Email:** Click or tap here to enter text. | **Fax Number:** ### ###-#### |
| **Secondary Event Organizer:** Click or tap here to enter text. | |
| **Position with Organization:** Click or tap here to enter text. | |
| **Office Number:** ### ###-#### | **Mobile Number:** ### ###-#### |
| **Email:** Click or tap here to enter text. | **Fax Number:** ### ###-#### |
|  | |
| **Public Enquiry Contact:** Click or tap here to enter text. | |
| **Position within Organization:** Click or tap here to enter text. | |
| **Phone Number:** ### ###-#### | **Secondary Phone Number:** ### ###-#### |
| **Email:** Click or tap here to enter text. | **Fax Number:** ### ###-#### |

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| **EVENT DESCRIPTION** | |
| **Name of Event:** Click or tap here to enter text. | |
| **Event Type:** Choose an item. If other, please specify: Click or tap here to enter text. | |
| **Is the event returning to Ontario Place?** Yes No  *If yes, please indicate the dates the event took place in the past:* Click or tap to enter a date. | |
| **Is the event open to the public?** Yes No | |
| **Admission Type**: Free Registration Invitation Ticketed **Estimate Ticket Price** $ | |
| **Is alcohol being served?** YesNo | **Is food being served?** YesNo |
| **Are you playing live music?** YesNo | **Will you be selling merchandise?** YesNo |
| **Will special guests, dignitaries or celebrities be attending?** YesNo | |
| **Who is the target audience for this event?** *Please select all that apply.*  Children (00-14 years)  Youth (15-24 years)  Adults (25-64 years)  Seniors (65 years and above)  Families  Other, please specify Click or tap here to enter text. | |
| **Anticipated Event Attendance (for each day if applicable):** Click or tap here to enter text. | |
| **Do you have funding in place?** YesNo | |
| **Is the event sponsored?** YesNo  *If yes, please list potential sponsors:*Click or tap here to enter text. | |
| **Please describe your event in terms of technical requirements (sound, lighting, projections, power) and performance components if applicable:**  Click or tap here to enter text. | |
| **Please describe the vision of the event (this is an opportunity to articulate the overall idea for the event; feel free to include as much detail as required):**  Click or tap here to enter text. | |
| **Please describe how the planned activities create a significant cultural experience:**  Click or tap here to enter text. | |

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| **DATE(S) AND TIME(S) REQUEST** | |
| Please list three preferred event/load in and out dates. Please only list load in date if different than your event date. | |
| **First Choice** | |
| Event start date: Enter date  Load in start date: Enter date  Load in end date: Enter date | Event Duration: # of days  Load out start date: Enter date  Load out end date: Enter date |
| **Second Choice:** |  |
| Event start date: Enter date  Load in start date: Enter date  Load in end date: Enter date | Event Duration: # of days  Load out start date: Enter date  Load out end date: Enter date |
| **Third Choice:** |  |
| Event start date: Enter date  Load in start date: Enter date  Load in end date: Enter date | Event Duration: # of days  Load out start date: Enter date  Load out end date: Enter date |

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| --- | --- |
| **LOCATION PREFERENCE(S) –** see map on next page | |
| **Preferred Area within Ontario Place** *(Please select all that apply)* | |
| Cedar Cove  The Commons  All of West Island  Echo Beach  All of East Island  Heritage Square  Splash Pad  Lookout Point | P1(Parking Lot)  P2 (Parking Lot)  P2A (Parking Lot)  P2B (Parking Lot)  Moose Hollow  Pavilion  West Beach |

