



Equipment Rental & Loan Application for Non-profit Organizations

(APPLICATIONS FOR ALL USE OF EQUIPMENT MUST BE SUBMITTED TO CVEX OFFICE FOR APPROVAL – NO EXCEPTIONS)

Name:		Title:	
Organization:		Member No.:	
Phone:		Cell No.:	
Email:		Date:	

Item	Quantity	Dates Needed	Pick Up Date/Time	Return Date/Time

Event Location:

BY SIGNING THIS APPLICATION, WE HERE-BY ACKNOWLEDGE, THAT WE HAVE READ THE POLICIES, RULES AND REGULATIONS AND AGREE TO ABIDE WITH THEM. WE ALSO AGREE TO HOLD SAFE AND ABSOLVE THE COMOX VALLEY EXHIBITION ASSOCIATION FALL FAIR FROM ANY LOSS OR DAMAGE TO PERSONS OR PROPERTY ARISING OUT OF OUR USE OF THE EQUIPMENT THAT IS THE RESULT OF OUR ACTIONS.

Borrower must:

- Be a member of the Comox Valley Exhibition: Annual Membership fee \$50.00 (Nov 1st – Oct 31st).
- Acknowledge CVEX as a supporter of the event for which the items are being used.
- Provide proof of event liability insurance and coverage for loss or damage of borrowed items.
- Return the equipment in the same condition it was borrowed and be liable for repair costs for any incurred damages.
- Agree not to make any adjustments or alterations to the borrowed equipment.
- Contact CVEX (or Barn Manager) the day before the pick-up and return date to confirm times. Any change of dates and times must be approved by CVEX as the items may be required for other events.

Stages must be set-up by qualified WorkSafeBC individuals - Marquee Tent set up/taken down by qualified individuals only

CVEX generously donates equipment to local non-profit organizations throughout the year and any donation for use of the equipment will go toward repairs and the purchase of new equipment. Please indicate your donation below:

☆
Your donation to CVEX (please be specific):

CVEX Approval	Date

☆	☆
Borrower (Printed Name & Signature)	Date

See you at the Comox Valley Exhibition – last week-end in August