

# Space Use Request Form

(Please complete all questions)

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Organization (if any): \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

What is the nature of the event or program you're interested in holding at 1774 Queen St E?:

\_\_\_\_\_

What kind of space do you need?

(e.g. Room for 20 people seated around a table, adjacent to a kitchenette if possible):

\_\_\_\_\_

When would you like it?

(eg. Tuesdays at 9 a.m.

, starting in September): \_\_\_\_\_

How did you hear about us?

(eg. personal referral, web search, etc.): \_\_\_\_\_