



COMMUNITY BOOKING AGREEMENT

Community Group: _____

Contact Name (if applicable): _____

Address: _____

Phone #: _____

Email: _____

Date(s) Being Requested: _____

Details:

1. Community groups must provide proof of liability insurance in the amount of \$2,000,000 (two million dollars), with Piccadilly Place Mall Inc. and Colliers Macaulay Nicolls Inc. as additional insureds, prior to set up.
2. Display set up and signage are subject to management's approval. Professional signage only, no handwritten signs, please.
3. Community groups must adhere to the shopping centre hours.
4. Set-up / display cannot exceed 8 feet in width to allow for the proper unobstructed area in the public corridor, as required by City Fire Regulations.
Our maintenance staff will be happy to assist you.



5. If the using the shopping centre's set up materials, check with maintenance staff before fastening anything to the tables with adhesives or fasteners to prevent any damage. Please clean up liquid spills immediately so as not to damage the table finish. The group will be responsible for the cost to repair any damage caused to the shopping centre's set up materials.
6. Do not approach people for the purposes of solicitation. If they are interested, they will come to you.
7. If you are fundraising, more often than not, people will contribute to causes, if they are able. Please do not make them feel guilty if they are not.
8. After set up, please move your vehicle to the outskirts of the parking lot to allow our shopping customers to have the prime parking areas.

Thank you for your cooperation. We hope your time at Piccadilly Mall is successful.

Please sign and date below to acknowledge your agreement.

Signature

Print Name

Date