



Cowichan Green Community  
360 Duncan Street, Duncan, BC, V9L 3W4  
Ph./fax (250) 748-8506  
info@cowichangreencommunity.org

## Application for use of Centennial Park Cob Kitchen

|                       |           |
|-----------------------|-----------|
| Event Date Requested: |           |
| Start time:           | End time: |

*A minimum of 2 weeks notice is required. Reservations are on a first come, first serve basis.  
Training required. Kitchen's operations are subject to occasional fire bans.*

|  |   |
|--|---|
| First and last name  |   |
| Person trained to use the kitchen  |   |
| Number of people attending   |   |
| Full home address  |   |
| Email  |   |
| Main phone number  |   |
| Alternative phone number   |   |
| <b>Family Event</b><br><i>Tax receipt available for donations over \$25 by request</i> | By donation: \$ _____<br><br>Insurance fee: \$15.00-\$20.00<br><a href="https://miabc.eventpolicy.ca/">https://miabc.eventpolicy.ca/</a><br><br>Key Deposit \$20<br>Wood Fee \$30<br><br>Receipt #: |
| <b>Commercial/Business Event</b>   | Suggested donation \$100.00<br><br>Key Deposit \$20<br>Wood Fee \$30<br><br>Receipt #:  |

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| <p><b>Nonprofit Event</b></p> <p>The Licensee will provide evidence of liability insurance in the amount of Five Million Dollars (\$5,000,000) naming Cowichan Green Community and the City of Duncan as additional insured.</p> | <p>Honourarium: \$ _____</p> <p>Key Deposit \$20<br/>Wood Fee \$30</p> <p>Please attach liability insurance.</p> |
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**Waiver and Indemnity Clause**

The Licensee (Applicant) accepts and will use the premises at its own risk and agrees that Cowichan Green Community and City of Duncan has made no warranties or representations respecting the suitability or condition of the premises. The Licensee further agrees that it will indemnify and save harmless Cowichan Green Community and the City of Duncan, its officers, employees, servants, agents, heirs, successors and assigns from and against any and all claims whatsoever, including all damages, liabilities, expense, costs, including legal or other fees, incurred in respect of any such claim(s) or any action(s) or proceeding(s) brought thereon arising directly or indirectly from or in connection with the granting of this agreement and use of the facility.

**Terms for using the Cob Kitchen**

1. The Licensee may not sublet or let others use the Cob Oven without the written permission of Cowichan Green Community.
2. The Licensee will be responsible for all lost or damaged articles.
3. The Licensee will notify the Cowichan Green Community of cancellation at least seventy-two (72) hours prior to the event.
- 4. The Licensee will provide evidence of liability insurance in the amount of Five Million Dollars (\$5,000,000) naming Cowichan Green Community and the City of Duncan as additional insured.**
5. Cowichan Green Community and the City of Duncan reserves the right to cancel or alter facility usage should conditions arise that necessitate scheduling changes. Such conditions may include, but are not excluded to, damage, Air Quality or extreme weather or burning ban.
6. Liquor is not permitted on the premises, in accordance with Cowichan Green Community's values and the City of Duncan by-laws.
7. The Licensee agrees that in the event of any strike or lockout, the Cowichan Green Community and City of Duncan will not be held responsible or liable for providing said facility.
8. The Licensee is responsible for pick-up of litter and debris during and after the event. The Licensee (including friends and spectators) using the facilities is expected to act in a considerate and respectful manner. Abusive language or inconsiderate behaviour, which is found to be objectionable, may result in the cancellation of your facility use.
9. Please advise your Cowichan Green Community's contact person if you observe any existing hazards.

|  |              |
|--|--------------|
| <p>I _____ declare the information on this application to be accurate.</p> |              |
| <p><i>Print name clearly</i></p>   |              |
| <p>_____</p>   | <p>_____</p> |
| <p>Applicant signature</p>   | <p>Date</p>  |

**Internal Use**

|                                |      |
|--------------------------------|------|
| Application approved           | Date |
| Proof of insurance received    |      |
| Wood fee received              |      |
| Key Deposit received /returned |      |