



SCC Location Booking Form

Please submit this form to info@summitcommunity.ca

| | | | |
|---------------------------|-------|-------------------------|---|
| First Name | _____ | Last Name | _____ |
| Email | _____ | Ministry/ Group Name | _____ |
| Event Name | _____ | Event Date | _____ |
| Start Time | _____ | End Time | _____ |
| Approx. # of Attendees | _____ | Will there be food? | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Please select your location preference(s):

- ☐ Main Office / HQ - Garage/Nursery (main floor) - gathering for 2-12 people
- ☐ Main Office / HQ - Boardroom (main floor) - gathering for 2-10 people
- ☐ Main Office / HQ - Staff Office - SR Pastor (2nd floor) - gathering for 2-12 people
- ☐ Main Office / HQ - Staff Office - Youth Pastor (2nd floor) - gathering for 2-12 people
- ☐ the Shop - gathering for 2-75 people
- ☐ the East Portable - gathering for approx. 2-30 people
- ☐ the West Portable - gathering for approx. 2-30 people
- ☐ the Barn - gathering for up to approx. 250 people

Describe any specific needs (number of chairs, tables, A/V equipment, projectors, napkins, etc)