

FESTIVAL & EVENT ORGANIZER QUESTIONNAIRE - ARENAS

Please forward completed questionnaire to: rachel.veilleux@sarnia.ca or 260 East Street N.

EVENT NAME:

A. PROPOSED EVENT DATE

Note: Requests during the regular ice season (Sept. – April) are only considered if submitted at least one year prior.

Please select in which timeframe you are requesting to host your event.	September 1 – April 1 <input type="checkbox"/>	January 1 – March 31 <input type="checkbox"/>	April 1 – August 31 <input type="checkbox"/>
Please specify the year.			
If you have a specific date(s) in mind, please include it here.			

A. VENUE

Please select which arena(s) you are interested in renting for your event.	Clearwater <input type="checkbox"/>	Pat Stapleton <input type="checkbox"/>	Progressive Auto Sales <input type="checkbox"/>
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B. EVENT TYPE

Will this be a private event? I.e. Invite only	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Will there be an organized parade, march, or processional?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>

C. LICENSED (ALCOHOL)

Will alcohol be sold or served at this event for consumption at the event?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Will alcohol be sold at this event in market-style? (i.e. attendees are not permitted to open nor drink the alcohol at the event)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>

D. TENTS AND BUILDING PERMITS

Will there be any tents erected at the event? (If no, please skip to section F)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
If yes, please specify the size of each tent.			
Will any tents be erected in a group (less than 10ft apart from each other)?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
If yes, please specify which tents and how many will be grouped together.			

E. FOOD AND BEVERAGES

Note: Each of our arenas has a contracted food vendor. If there is a plan to serve food and/or beverages at the event, this must first be approved by the contracted food vendor.

Are you interested in serving food and/or beverages onsite? (If no, please skip to section G)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
If yes, please describe the type of food you are interested in serving at the event. (I.e. catered, food trucks, etc.)			

F. CIRCUS/MIDWAY

Will this event include a circus and/or midway?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
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G. LOTTERY LICENSES

Will this event include any raffles (prizes up to \$50,000), break open ticket (Nevada) events, and/or media bingo? (Raffles that are free to enter, and silent auctions are exempt – select “no” for these)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
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H. ANIMALS AND PETTING ZOOS

Will the event include any petting zoos, animal rides, animal exhibits, open farms, etc.?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
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I. MUSIC

Will live music be played at the event?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
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J. ELECTRICAL

Will you be working with any electricians or electrical contractors to supply power, cords, or any other electrical equipment to the event?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Will the event have any vendors who plan to use hydro? (I.e. food vendors, merchants, etc.)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Will the event have any major electrical equipment, including large portable generators (greater than 12 kilowatts), sound systems, etc.?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>

K. OTHER

Please include any additional information about your proposed event here.	
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