



Application for use of Great Hall for Public Events

Public events are restricted to the Great Hall and require the support of a Member of the Legislative Assembly and confirmation of the Office of the Speaker. Government departments wishing to use the Great Hall must have the support of their Minister.

Name of the organization requesting use:

Date and time requested:

Member / Minister supporting the request:

Non-Profit or Government department Yes / No Department:

Displays or events shall be sponsored by government or non-profit organizations only and shall be non-partisan in nature. **Agree**

The sale of merchandise or solicitation funds will not be permitted. **Agree**

Security staff will set up the Great Hall, please put as much detail as possible:

Layout: Theater Circular Other:

How many tables or chairs are required:

Podium: Yes No

Microphone: Yes No

Flags: Yes No Please specify: Canadian NWT and other:

The organizer of the event shall be responsible for all setup/take down, staffing, and monitoring of their displays. **Agree**

The organizer/sponsor shall be responsible for any extra security, and/or janitorial costs that may be necessary due to the display/event. **Agree**

As the organizer, I will be liable for any and all damages to the Legislative Assembly property caused by guests or invitees to the event. **Agree**

I have read, understand, and agree to the terms of use.

Name (please print)

Phone number and email

Signature

Date