

# BOOKING APPLICATION



TYPE OF EVENT:

## APPLICANT INFORMATION:

1st PERSON NAME:

2nd PERSON NAME:

(The "Applicant")

APPLICANT'S PHONE #:

APPLICANT'S EMAIL:

### **PRIVACY NOTICE:**

The collection of personal information is necessary to process your request for the use of the indicated premises for the event described in your Booking Application. Your personal information is being collected under the authority of clause 36(1)(b) of *The Freedom of Information and Protection of Privacy Act* ("FIPPA") as it relates directly to and is necessary for the provision of an existing service of Manitoba Finance. The collection of the personal information is limited to the minimum amount required to process your Booking Application and it will not be used or disclosed for other purposes, unless permitted by FIPPA.

Your personal information is protected by the protection of privacy provisions of FIPPA. If you have any questions about the collection of your personal information, please contact the Access and Privacy Coordinator at Manitoba Finance, 200-386 Broadway, Winnipeg, MB R3C 3R6 or by phone at (204) 945-1415.

## EVENT INFORMATION:

PREMISES REQUESTED:

DATE REQUESTED (Day, Month & Year):

TIME REQUESTED  
(ONLY 1 HOUR ALLOWED):

Total Number of People who will attend photo session  
(25 people max.):

*All guests 18 and over must have valid Government identification to present at security.*

*The Booking Application Guide (attached) is incorporated into and forms part of this Booking Application. By signing below and submitting this Booking Application, the Applicant agrees to comply with, and to ensure that persons attending the Applicant's event comply with, the Booking Application Guide.*

**Applicant  
Signature:**

Please forward your completed and signed application form to:

Events Request  
200 - 400 Ellice Avenue  
Winnipeg, MB R3B 3M3  
Tel: (204) 945-0102  
Email: [eventsrequest@gov.mb.ca](mailto:eventsrequest@gov.mb.ca)