



neighbourhood
FOOD HUB

Intake Form

Contact Information:

1. Full Name: _____
2. Organization Name (If applicable): _____
3. Phone number: _____
4. Email: _____
5. Business location (Address or Neighbourhood):

Rental Request:

6. Space Requested
 - Commercial Kitchen
 - Commercial Hall (Basement Auditorium + Stage)
 - Narthex (Office Space)
 - Barbara Christie Room + WC (Meeting Space)

7. What Day(s) are you looking to rent the space:
 - Monday
 - Tuesday
 - Wednesday
 - Thursday
 - Friday
 - Saturday
 - Sunday

8. What time will you need the space from? (We will do our best to accommodate the requested time but will book based on availability)

9. Do you have Insurance for your business?
 - Yes
 - No

10. If using the kitchen, do you have your Food Handlers Certificate
 - Yes
 - No

11. Are you using the space for a public or private event?

Yes

No

a. If yes, will you be serving alcohol? Yes No

b. If yes, will you be selling tickets? Yes No

12. Are you looking for a recurring rental or one time rental?

About your Business:

13. Tell us about your organization? What is your business known for?

14. What do you plan to use the space for?

15. Company website or social media

Additional Information:

16. Do you have any other questions?
