

KAMLOOPS SPORTS COUNCIL

Full Name: _____

Phone number: _____

Email address: _____

1. This booking is non transferable and valid for the days listed below only.

Pickup Date and time: _____

Return date and time: _____

KSC Office Hours: Mon-Fri 8am-4pm, closed 12pm-1pm.

Location of Event: _____

2. **Cost to rent the Event Kit for a weekend is \$150, cheques addressed to: Kamloops Sports Council.**

3. This permit is not valid until signed by both the Permittee and a Kamloops Sports Council employee.

4. This permit may be cancelled at any time without notice by the Kamloops Sports Council.

5. Prior to the use of the Event Kit Trailer, the Permittee and a KSC employee will do a visual inspection of the exterior to determine any obvious pre-existing damage and review the master checklist.

6. The City of Kamloops has purchased an ICBC Comprehensive General Liability Insurance Policy with \$5,000,000 coverage. The deductibles will be a collision deductible \$300 and comprehensive deductible \$300. **The Permittee is responsible for these deductibles.** The Permittee's vehicle comprehensive general liability insurance must be in the amount of \$2,000,000 (two million dollars). **A copy of the towing vehicle's insurance must be attached to this permit.**

7. Upon return of the Event Kit Trailer, the Permittee and a KSC employee will do a visual inspection of the Event Kit Trailer together.

8. **A photocopy of the Permittee's credit card will be taken and returned under the following conditions:**

- The trailer has not sustained any damage to the interior/exterior.
- The trailer contents are accounted for and have been organized.

9. **Extraordinary cleanup and/or damage will be charged to the Permittee at cost. Normal wear and tear of items is expected. The Permittee will be responsible for the replacement of items that are damaged, lost, misplaced, stolen, etc.**

10. The permitted use of the Event Kit Trailer will be within the city of Kamloops and region only.

11. Payment will be in the form of cash or cheque only.

I HAVE READ AND UNDERSTOOD THESE TERMS AND CONDITIONS:

Legal Name of Corporation/Team/Group/Society
(please print)

Permittee Authorized Name (please print)

Permittee Authorized Signature

Date

KSC Employee Name (please print)

KSC Employee Signature

Date

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Please complete this checklist prior to the trailer's return to the Kamloops Sports Council. The Event Kit will be checked when returned, and if needed, a organization/cleaning fee will be charged.

Major Items:

	Working	Did Not Use		Working	Did Not Use
Inflatable Arch			10 ft. x 10 ft. Tents (4)		
Sound System			Generator		
Timing Clock (2)			Gas Can *fill after use*		

Comments:

Tools/Materials:

	Number	Did Not Use	Comments
Safety Vests			
Race in Progress Signs			
Slow/Stop Traffic Signs (5 ft. high)			
Handheld Slow/Stop Traffic Signs			
Clipboards			
Radio			
Stop Watches			
No Parking Signs			
Ropes			
Pylons			
Triangle Road Reflectors			
Snow Fencing 500 ft			
	Number	Did Not Use	
Bungee Cords			
Extension Cords			
First Aid Kits			
Tool Kits			



Driver's (Left) Side



Passenger (Right) Side



Rear View

For internal office use:

- Copy of vehicle insurance
- Visual inspection prior to use

- Copy of credit card
- Visual inspection upon return