



GREATER
**VICTORIA
HARBOUR**
AUTHORITY

DOCK RENTAL APPLICATION

This application form must be complete in order to be considered for an equipment rental permit at any facility owned by Greater Victoria Harbour Authority (GVHA). Please submit completed applications to GVHA Office by email.

For additional information, please contact:

Events Coordinator
#100-1019 Wharf Street, Victoria
Tel: (250) 383-8300 ext. 246
E-mail: events@gvha.ca

Equipment

How many would you like to rent?

Floating dock (sizing varies) _____

Rental request from to

Requested pick up date Requested return date

Event Details:

If you have already submitted a GVHA event application, please only fill out points A – D.

a) Event name: _____

b) Event date(s): _____

c) Location: _____

d) In what capacity will the equipment be used? Please also mark on site map.

e) Event Organizer: _____

f) Contact name: _____

g) Organization name: _____

h) Organization address: _____

i) Phone: (Day) _____ (Cell) _____

j) Email: _____

Dock Rental Guidelines

1. All rental fees must be paid in advance upon receipt of invoice.
2. Equipment must be reserved at least 15 days in advance, and is rented on a first-come, first serve basis with priority being given to events held on GVHA property.
3. Renters must wait for confirmation as all requests may not be approved. Confirmation will be given as soon as possible.
4. Renter is responsible for all damage, or replacement costs of equipment if equipment is not returned in same condition.
5. If equipment will be left overnight, renter is responsible for security costs.
6. Extra fees apply for towing the docks.
7. Towing can be done by GVHA or other party

By signing this agreement, you verify that the information you have entered is true, and you agree to abide by the above-mentioned guidelines.

Event Organizer/Renter's signature

Date

Fees (rentals only – not including labour*)

<u>Equipment</u>	<u>Rental Fee</u>	<u>Hourly Towing Fee</u>
Dock	please inquire	please inquire

** An 'event' is considered to be a two day period of time, and includes an additional set up and tear down day on either side of the event (4 days in total). For events longer than 2 days, an additional charge of 10%/day will be applied.