



VILLE DE / TOWN OF
BEAUMONT

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34th Annual Fall Community Awareness & Registration Event
Thursday, September 7, 2017

7:00 – 8:30 pm

Eaglemont Christian Church, 5002 – 62 St, Beaumont, Alberta

The Town offers this opportunity to groups to help promote their programs, services, accept registrations and/or memberships and recruit volunteers. Please note that this event is awareness for all groups and should **not be used for the only major registration**.

Groups must be offering **leisure time, wellness opportunities or community services and be:**

- Local non-profit/volunteer organizations known as CVO's (proof of non-profit status or registered society number may be required).
- Non-local, non-profit/volunteer organizations offering opportunities not already being offered within Beaumont.
- Local Businesses (with a valid Beaumont Business License)
- Other requests will be evaluated on an individual basis.

Community Volunteer Organizations will have priority registration until July 20, 2017. After that time registration will open to businesses. Space is limited; table allotment of more than 1 table per group will be evaluated on an individual basis by town staff.

If your group would like to book a table, please complete the enclosed form. **If you are a CVO (Community Volunteer Organization), ensure your table by registering prior to July 20, 2017.** Registration will close on **August 28, 2017**. Please Note: Phone registration is not available.

Non-local private individuals or organizations and/or political parties are not permitted to attend Awareness Events.

CVO Priority Registration (until July 20, 2017)	\$ 5.00
General Registration CVO Groups	\$10.00
Business Registration (July 21, 2017)	\$30.00

If you have any questions, please contact me at 780-929-2848. Thank you!

Sincerely,

Cheryl Baxter
Community Events Coordinator



Town of Beaumont
34th Annual Fall Community Awareness & Registration Event

TABLE REGISTRATION FORM

CVO Priority Registration (until July 20, 2017)	\$ 5.00
General Registration CVO Groups	\$10.00
Business Registration (July 21, 2017)	\$30.00

Name of Organization to appear in event advertising: _____

Organization Contact (for event): _____ Phone Number: _____

Address: _____

E-mail (for registration confirmation): _____

Business license #(if applicable): _____

Community Awareness Event Requirements: (Please Be Specific)

Number of Tables: _____ Number of chairs: _____

A letter confirming the number of chairs and tables reserved for your group will be emailed to you prior to the event.

Registration Date: _____ **Payment Amount:** _____ **Form of Payment:** _____

TO PAY BY CHEQUE:

Return the completed form with cheque to the Town Administration Office. Receipts for cheque payments will be emailed at a later date. Cheques are payable to the Town of Beaumont.

TO PAY WITH CASH, DEBIT, CREDIT CARD:

Pay in person at the Aqua-Fit Centre and submit completed form.

FOR CVO USE:

The following information will update the Community Volunteer Organization List displayed on the Town website and used for event mail outs from Town Office to CVO groups.

Organization: _____

(As it is to appear on the official Community Volunteer Organization list)

Address: _____ Postal Code: _____

President/Group Contact: _____ Phone Number: _____

President /Group Contact E-mail: _____

Group Website: _____

The information on this form is being collected for the purpose of registering CVO groups in the Annual Community Awareness Event, under the Authority of the Freedom of Information and Protection Privacy Act. It is the Town's normal practice to make this list available. Questions regarding the collection of this information can be directed to the FOIP Coordinator at 929-8782.