



## Application Form - Permanent Space

### *General Information*

Bronson Centre Inc. is a registered, charitable nonprofit organization operated by a Board of Directors.

The Mission of Bronson Centre Inc.:

***Bronson Centre Inc. answers the human cry for help. As a Community we support and encourage each other. We share a common purpose: to provide educational, emotional, physical and spiritual support that empowers people to take responsibility for their lives with renewed dignity and hope.***

Bronson Centre Inc. offers affordable office space to registered, charitable, non-profit organizations at not-for-profit rates.

Please speak to the Executive Director for current rates.

The Bronson Centre Inc. Admissions Committee reviews applications and final approval is the responsibility of the Bronson Centre Inc. Board of Directors.

Interested groups must be willing to be part of the hospitable and supportive environment that welcomes a variety of people to this Centre every day.

For further information please contact Mr. Corey Mayville, Executive Director. Contact details found on the next page.

Thank you very much for considering the Bronson Centre.

Corey Mayville



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Website: [www.bronsoncentre.ca](http://www.bronsoncentre.ca)

### **APPLICATION FOR PERMANENT SPACE**

Along with this application please provide a digital copy of your Letters Patent, Certificate of Incorporation, or Certificate of Continuance.

<b>1.</b>	Name of group:	
<b>2.</b>	Name of contact person:	
<b>3.</b>	Address:	
	City:	Province:
		Postal Code:
	Telephone:	Fax:

4. What is the Mission of your group?
5. What year did your organization/program begin?
6. Is your group a service organization, or an advocacy/education organization?
7. How do you provide your service?
8. If you are an advocacy or education group, what are your key issues?
9. How many people are served by your organization in a month?
10. Is your group an umbrella group or coalition with other related organizations who would wish to use space at the **Bronson Centre Inc.?**

If yes, please list the groups:



11. How is your group funded?

12. Why does Bronson Centre Inc. appeal to your organization?

13. What are your space needs? (Please include square footage if possible)

14. What are your rental costs and the size of the space at your current location?

15. How long have you been at your present location?

16. Why are you planning on leaving your present location?

17. Do the recipients of your service come to your office to receive your service?

18. What are your usual hours of operation? (Days and hours)

19. Do you have any special access needs?

20. Insurance:

:

The Name of our Insurance Broker is:

**(Please note: Bronson Centre Inc. lease requirements include liability and fire and theft coverage. Also, the Bronson Centre Inc. must be a "named insured" on the policy.)**

21. Please enclose your most recent annual report and financial statement.

22. What is your non-profit or (if applicable) charitable registration number?

Date of Application:

Printed name of person responsible for completing this application:

Signature:

For further information contact Mr. Corey Mayville, Executive Director, Bronson Centre Inc.