



Please complete this form, **save it on your computer**,
and send it via email at: adviceclinics@mgttowa.ca

MGOC is a non-profit organization consisting of a network of volunteers across the Ottawa-Carleton area. Your request will be assessed based on the availability and capacity of our volunteers. As a non-profit organization MGOC relies on honorariums to help defray the costs of our continuing education activities and administrative expenses. Thank you!

Organization Information

Name of Organization

Civic #

Street Name

City and Neighbourhood (i.e.: Ottawa - Barrhaven)

Postal Code

Type of organization

Amount of your honorarium (\$)

Contact Information

Full Name

Telephone Number

Email address

Event Details

Name of Event

Expected #
of attendees

Civic #

Street Name

City and Neighbourhood (i.e.: Ottawa - Barrhaven)

Is this a recurring event? NO YES

Start Date

End Date

Start Time

End Time

Daily Weekly Monthly

Please tell us about your event:

Logistical Details

Location of Booth

Washroom Location

Parking Location

Available Equipment (Please check all that apply)

- TENT
 TABLE
 CHAIRS
 SIGN HOLDER
 FREE PARKING
 ELECTRICITY ACCESS
 WATER ACCESS
 OTHER (Please specify)