



Reserving The Knights' Chambers

Parish Groups or Private Functions (non-Knight)

Applicant must be a registered parishioner of the Star of the Sea Parish.

A minimum of \$100.00 donation to the Knights of Columbus Council #7015 is required one week prior to the actual date of the event. In addition, a damage deposit of \$250.00, is also required. If this is a cheque, it will be held and only cashed if any clean-up or damage costs are incurred. If no costs are incurred the cheque will be destroyed/shredded. Should the applicant wish the cheque returned, please provide a self-addressed stamped envelope.

Applicant must identify an active Knight, in Good Standing, to assume overall responsibility for the event from beginning to end and including clean-up. In the event that the applicant does not know a Knight, Council can supply a Knight to assume overall responsibility for an added minimum donation of \$100.00.

Booking Procedure:

Applicant is to contact John Kovalick at (604 536-3004 or email: jkov11@telus.net). If John Kovalick is unavailable, applicant is to contact the Grand Knight Brian Hoven at (604-536-1947 //604-347-5961) or email: (knights@starofthesea.ca).

Any Knight identified responsible for the event must remain in attendance at the Chambers and must act as the custodian throughout the event. Should he fail to do so and not appoint another Knight in his stead, the damage deposit will not be refunded.

Confirmation for the use of the Chambers will be forthcoming after the application has been completed.

The Grand Knight with the support of the Executive may waive, or reduce any donations payable to the Council.

This procedure is set in place to preserve the integrity of the Chambers