

OAAS District Event Registration Form



This form, (or a document with **all** of the requested information) plus supporting documentation, should be sent to the OAAS Manager at: manager@oaasfairs.com at least **30 days before the event to ensure OAAS Insurance coverage is approved**.

Event Information:

OAAS District # : _____ Event Date: _____
Building Name: _____
Building Civic Address: _____
Event Start Time: _____ Event End Time: _____

Please check the Category below that relates to the nature of the event:

OAAS District Judging School: District Ambassador Event:
District Spring Meeting: District AGM:
Other District Meeting
Other Event: _____

Attach copies of the invitation/announcement, program agenda, schedule of regular meetings or other relevant material that can be posted on the OAAS website.

Contact Information:

District Contact Name (Print): _____
District Contact Title (Print): _____
Signature: _____ Date: _____

IMPORTANT: If the facility your event is being held at requires a “**Certificate of Liability Insurance**” certificate – the form “**OAAS District Event Registration Form**” (or a document with **all** of the requested information) must be submitted **45 days before event**.

Requires “**Certificate of Liability Insurance**”: No Yes

Office Use:

OAAS Manager (Print): _____
Signature: _____ Date received: _____