**Venue rentals at the Grande Bibliothèque**   
**and at the National Archives in Montréal**

The completed form must be submitted **by email (as an attachment)** to[**locatio****n@ban****q.qc.ca**](mailto:%20location@banq.qc.ca)

**GENERAL INFORMATION**

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| Date of request: |
| Name of requester: |
| Title of requester: |
| Name of organization or company: |
| Complete address: |
| Telephone number: |
| Fax number: |
| Email address: |
| Web site: |
| Name of person authorized to sign a contract  (if different from that of the requester): |
| Title of person authorized to sign a contract  (if different from that of the requester): |
| I have read the [**eligibility criteria**](https://www2.banq.qc.ca/services/service_location_salles/demande/index.html?language_id=1) and conditions for using BAnQ’s premises. |

**VENUE(S) REQUESTED FOR THE EVENT**   
(Please read the technical descriptions for information about room capacity.)

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| Auditorium of the Grande Bibliothèque [**Technical description for the Grande Bibliothèque’s Auditorium**](http://www2.banq.qc.ca/services/service_location_salles/grande-bibliotheque/auditorium/)  and [**rates**](http://www2.banq.qc.ca/services/service_location_salles/tarification/) | Estimated number of people: |
| Hall (Ground floor) of the Grande Bibliothèque [**Technical description for the Grande Bibliothèque’s Hall (Ground floor)**](http://www2.banq.qc.ca/services/service_location_salles/grande-bibliotheque/halls-d-accueil/rdc/index.html)  and **[rates](http://www2.banq.qc.ca/services/service_location_salles/tarification/)** | Estimated number of people: |
| Hall (Level M) of the Grande Bibliothèque [**Technical description for the Grande Bibliothèque’s Hall (Level M)**](http://www2.banq.qc.ca/services/service_location_salles/grande-bibliotheque/halls-d-accueil/niveau-m/)  and [**rates**](http://www2.banq.qc.ca/services/service_location_salles/tarification/) | Estimated number of people: |
| Room M.425 of the Grande Bibliothèque [**Technical description for Room M.425**](http://www2.banq.qc.ca/services/service_location_salles/grande-bibliotheque/halls-d-accueil/niveau-m/) **at the Grande Bibliothèque** and [**rates**](http://www2.banq.qc.ca/services/service_location_salles/tarification/) | Estimated number of people: |
| Room M.450 of the Grande Bibliothèque [**Technical description for Room M.450**](http://www2.banq.qc.ca/services/service_location_salles/grande-bibliotheque/salle-de-reception/M450/) **at the Grande Bibliothèque** and [**rates**](http://www2.banq.qc.ca/services/service_location_salles/tarification/) | Estimated number of people: |
| Room M.460 of the Grande Bibliothèque [**Technical description for Room M.460**](http://www2.banq.qc.ca/services/service_location_salles/grande-bibliotheque/salles-de-conferences/M-460/) **at the Grande Bibliothèque** and [**rates**](http://www2.banq.qc.ca/services/service_location_salles/tarification/) | Estimated number of people: |
| Room M.465 of the Grande Bibliothèque [**Technical description for Room M.465**](http://www2.banq.qc.ca/services/service_location_salles/grande-bibliotheque/salles-de-conferences/M-465/) **at the Grande Bibliothèque** and [**rates**](http://www2.banq.qc.ca/services/service_location_salles/tarification/) | Estimated number of people: |
| Room M.485 of the Grande Bibliothèque [**Technical description for Room M.485**](http://www2.banq.qc.ca/services/service_location_salles/grande-bibliotheque/salles-de-conferences/M-485/) **at the Grande Bibliothèque** and [**rates**](http://www2.banq.qc.ca/services/service_location_salles/tarification/) | Estimated number of people: |
| Reception room R.515 of the Grande Bibliothèque  [**Technical description for Reception room R.515**](http://www2.banq.qc.ca/services/service_location_salles/grande-bibliotheque/salle-de-reception/R-515/)  **at the Grande Bibliothèque** and [**rates**](http://www2.banq.qc.ca/services/service_location_salles/tarification/) | Estimated number of people: |
| Atrium of the National Archives in Montréal [**Technical description for the Atrium at the National Archives in Montréal**](http://www2.banq.qc.ca/services/service_location_salles/vieux-montreal/atrium/index.html)and [**rates**](http://www2.banq.qc.ca/services/service_location_salles/tarification/) | Estimated number of people: |
| Auditorium of the National Archives in Montréal [**Technical description for the Auditorium at the National Archives nationales in Montréal**](http://www2.banq.qc.ca/services/service_location_salles/vieux-montreal/auditorium/) and [**rates**](http://www2.banq.qc.ca/services/service_location_salles/tarification/) | Estimated number of people: |
| Room Gilles-Hocquart of the National Archives in Montréal [**Technical description for Room Gilles-Hocquart at the National Archives**](http://www2.banq.qc.ca/services/service_location_salles/vieux-montreal/gilles-hocquart/) **in Montréal** and [**rates**](http://www2.banq.qc.ca/services/service_location_salles/tarification/) | Estimated number of people: |
| Room 2.28 of the National Archives in Montréal  [**Technical description for Room 2.28 of the National Archives nationales in Montréal**](http://www2.banq.qc.ca/services/service_location_salles/vieux-montreal/salle-de-conference/) and [**rates**](http://www2.banq.qc.ca/services/service_location_salles/tarification/) | Estimated number of people: |

**DESIRED DATE AND DURATION**

|  |  |
| --- | --- |
| **Date:       /       /** day / month / year | **Duration:** fromto |
| **Date:** **/** **/**  day / month / year | **Duration:** fromto |
| **Date:       /       /** day / month / year | **Duration:** fromto |
| **Date:       /       /** day / month / year | **Duration:** fromto |
| **Date:       /       /** day / month / year | **Duration:** fromto |

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| **DESCRIPTION OF THE PROPOSED EVENT (please read the** [**eligibility criteria**](http://www2.banq.qc.ca/services/service_location_salles/demande/)**)** |

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| **DESCRIPTION OF THE MISSION AND ROLE OF THE ORGANIZATION OR COMPANY** **(please read the** [**eligibility criteria**](http://www2.banq.qc.ca/services/service_location_salles/demande/)**)** |