

Fanny Bay Community Association
Community Hall

RECORD SHEET for TEMPORARY KEY HOLDERS & RENTERS

MAIN DOOR KEY #	OTHER KEY TAG NUMBERS	DESCRIPTION (See Legend below)	DATE ISSUED	ISSUED TO (Print & Sign)	HOLDER'S PHONE NUMBER	ISSUED BY (Print & Sign)	DATE RETURNED	RECEIVED BY (Print & Sign)

KEY TAG NUMBER LEGEND

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|-----------------|-------------------|----------------|--------------------------------|---------------------------|-------------------------------|
| 1. Main Door | 4. Event Cupboard | 7. AV Storage | 10. Display Cabinet | 13. Dumpster | 16. Mailbox |
| 2. Propane/Well | 5. Admin Cupboard | 8. | 11. Table Tennis – M | 14 Pet Waste Bags | 17. M—Master Key Box upstairs |
| 3. Studio | 6. Sound Cage | 9. Freezer – M | 12. EXIT Door by Washrooms – M | 15. Paper Towel Dispenser | |