



Venue Rental Cancellation Request

Name: _____

Address: _____

City, State Zip: _____

Date: _____ Venue: _____

Dear Port Of Anacortes

We would like to cancel our reservation for the:

(Venue): _____

Date of Event: _____

Date of Cancellation: _____

We understand that if this cancellation is taking place with less than thirty (30) days' notice we will forfeit our security deposit.

Sincerely,

Signed: _____

Printed Name: _____

Port Representative: _____