



## Rental/Special Event Permit Request

### Contact Information

Organization Name: \_\_\_\_\_  
Main contact: \_\_\_\_\_ Address: \_\_\_\_\_  
Home Phone: \_\_\_\_\_  
Cell Phone: \_\_\_\_\_  
Email: \_\_\_\_\_ (Postal Code) \_\_\_\_\_

### Booking Information

Name of Event: \_\_\_\_\_ Expected # of Participants: \_\_\_\_\_  
Booking 1: Start Date: \_\_\_\_\_ Start Time: \_\_\_\_\_ End Date: \_\_\_\_\_ End Time: \_\_\_\_\_  
Booking 2: Start Date: \_\_\_\_\_ Start Time: \_\_\_\_\_ End Date: \_\_\_\_\_ End Time: \_\_\_\_\_  
Booking 3: Start Date: \_\_\_\_\_ Start Time: \_\_\_\_\_ End Date: \_\_\_\_\_ End Time: \_\_\_\_\_

*You can include additional details regarding the dates and times on the back of this page if required.*

Location (1<sup>st</sup> Choice): \_\_\_\_\_ (2<sup>nd</sup> Choice): \_\_\_\_\_

#### Facility Category:

- Ice  Field/Diamond  Meeting Room  Curling Ice  Pavilion  Pool (Coming Soon)  
 Gymnasium (Coming Soon)  Special Event – Park  Special Event – Facility  
 Other: \_\_\_\_\_

#### Event Activities:

- Food - Participants/Organizers  Food - Public  Alcohol  Wedding  Picnic  Music  
 Tents  Vendors  Entry Fee  Amusement Rides/Inflatables  
 Other: \_\_\_\_\_

### Signatures

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Received By: \_\_\_\_\_ Date: \_\_\_\_\_