



Recreation Services

3310 – 37th Avenue • Vernon, BC • V1T 2Y5
 Ph: 250-550-3257 • Fax: 250-542-5708 • bookings@vernon.ca

Park Use Request Form

Event: _____
 Representative: _____
 Mailing Address: _____
 Postal Code: _____ Email: _____
 Telephone: Home: _____ Work: _____ Cell: _____

Park/Facility Requested	Date	Time (start and end)	Alternative

Purpose of Rental:

Insurance is required for all bookings.

How many people at your event: _____

If you feel there are any special needs for your event, please list them below.

1. _____
2. _____
3. _____

Please return this form at your earliest convenience.

Third party liability insurance is required when renting parks/facilities. It must be \$2million liability and state the City of Vernon, District of Coldstream, and Regional District of North Okanagan as the co-insured on the Certificate of Insurance.

Office Use Only	Date Rec'd: _____	Time Rec'd: _____
	Cashier: _____	Permit #: _____