



Recreation Services

3310 – 37th Avenue • Vernon, BC • V1T 2Y5
Ph: 250-550-3678 • Fax: 250-550-3705 • lsousa@vernon.ca

Park Use Request Form - Special Events

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

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

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 to the Recreation Services Information Office located at the Vernon Recreation Complex or mail to:

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 lsousa@vernon.ca Fax: 250-550-3705

- 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. If a permit is being obtained for wedding photos, insurance is not required.
- No dogs or alcohol permitted in the parks.

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