

# PARK/FIELD USE PERMIT



- |   |   |  |
|---|---|--|
| <input type="checkbox"/> George Little Park Bandshell | <input type="checkbox"/> Constable Buday Park | <input type="checkbox"/> Xpilaxha (Nelson) Trail |
| <input type="checkbox"/> George Little Park Field     | <input type="checkbox"/> Elks Picnic Site     | <input type="checkbox"/> Rotary-Kerr Park        |
| <input type="checkbox"/> Skeenaview Park              | <input type="checkbox"/> Pump Track           | <input type="checkbox"/> Other _____             |
|   | <input type="checkbox"/> Skateboard Park      |  |

## APPLICANT INFO

Today's Date: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Name of Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

## EVENT DETAILS

Event Name: \_\_\_\_\_

Event Date: \_\_\_\_\_

Event Times (including set up/clean up): \_\_\_\_\_

Approximate Number of Attendees: \_\_\_\_\_

Power required?     No     Yes (If yes, a fee of \$47.25 + GST will apply)

### **This Park And/Or Field Use Permit Is Required To: (Check Where Applicable)**

- Serve or sell food; (requires a Northern Health Authority Permit and insurance).
- Food trucks will be attending. If yes, how many? \_\_\_\_\_
- Conduct any business or commercial venture.
- Hold or attempt to hold any show, concert, exhibition, or similar activity.
- Operate a loudspeaker or amplifying system.
- Light any fire or explode any combustible/explosive material (other than the discharge of fireworks as permitted under the City of Terrace Fire Prevention Bylaw No. 1365-1994)
- For events being held at the skateboards park the organizer(s) will ensure all riders wear helmets and signage is visible on wearing helmets/protective gear.
- Set up any tents or driving stakes into the ground, (if yes, requires an on-site meeting with Parks, Recreation and Culture staff).



**SPECIFIC DETAILS**

What will be brought in or set up in the park that's not normally there? (e.g. bouncy castle)

Provide business name(s) of food truck(s) and contact information (if applicable).

Facility user has read and agrees to comply with the Parks, Facilities and Field Use Information and the City of Terrace Parks & Public Places Bylaw attached.  Yes  No

I here by acknowledge receipt of all the above information and further acknowledge that failure to return the key/equipment on the specified date may result in loss of deposit and privileges for the organization. I declare that I am eighteen (18) years of age or older.

I hereby acknowledge the terms of the City of Terrace Park and/or Field Use Permit.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Note! All applicable paperwork must be complete, and all fees must be paid at least thirty (30) days in advance of event date.

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**ADMINISTRATION ONLY**

Park/Field Use Permit:  Approved  Not Approved

City Representative: \_\_\_\_\_

- Contract Signed
- Insurance Received
- Electrical Required (\$47.25 Fee Paid)
- Washroom Available
- Garbage Pickup (\$47.25/day)
- Garbage Pickup (150+ Event \$94.55/Day)
- \$210.10 Deposit Received
- Notice to Parks Staff Distributed
- For Large Event (300+): Referral to Fire Department And RCMP

Permit # Issued: \_\_\_\_\_