



TO ALL PARK USE PERMIT APPLICANTS:

A Park Use Permit is required for planned activities/events or services proposed within a Regional District Park.

Permit applications requiring Regional District Board approval must be received at least forty-five days prior to holding the event. Applications for events/activities not requiring Board approval may be received three days prior to the event.

The Permit enables the Regional District to manage activities so they do not have a negative impact on resources, facilities, operations, or the general public's safety and use of Regional District Parks.

There is no cost for obtaining a Permit; however, a damage deposit and/or site preparation/cleanup fee may be required.

To apply for a Permit, the following is required:

1. A completed Application Form (copy attached); and
2. A sign Release and Indemnification Form (copy attached).

Please return the forms to the Regional District Service Centre. If you have any questions, contact the Service Centre at 250-960-4400 or 1-800-667-1959.

Yours truly,

Dana Ferguson
Operations Leader

DF:ch

Attachments



PARK USE PERMIT APPLICATION

Pursuant to Section 4 of Schedule A to the Regional Parks Regulation Bylaw No. 793, this application is to be completed by all individuals/non-profit groups/organizations and businesses who wish to use Regional District of Fraser-Fort George Regional Park lands and/or facilities for events, activities and the provision of services.

1. Application Date: _____

2. Regional Park where activity, event or service is to take place:

3. Details of Applicant:

Name of individual/non-profit group/organization/business:			
Address:			
City/Village:		Postal Code:	
Business #:	Home #:	Cell #:	Fax #:
Principal Contact Person:			
Signature:			

4. Type of Use (*Please describe in detail. Use additional paper if necessary.*)

i)	Event/Activity:
ii)	Date of Use: _____ Time: _____ From: _____ am/pm To: _____
iii)	Estimated Number of Participants: _____ Estimated Number of Spectators: _____
iv)	Are you charging a participant fee? <input type="checkbox"/> Yes <input type="checkbox"/> No. If yes, how much per participant? \$ _____
v)	Are you charging a spectator fee? <input type="checkbox"/> Yes <input type="checkbox"/> No. If yes, how much per spectator? \$ _____
vi)	Area of park to be used (Please identify on the enclosed map):

5. Type of Site Preparation/Clean-up Required (Please describe *in detail*. Use *additional paper*, if necessary.)

This will determine costs charged (ie. garbage collection, power, early gate access, snow clearing, access to buildings, etc.)

6. This event/activity proposes:

Alcoholic Beverages	Prohibited	Entertainment	<input type="checkbox"/> Yes <input type="checkbox"/> No
Food Preparation	<input type="checkbox"/> Yes <input type="checkbox"/> No	Fire Works Display	Prohibited
Merchandise Selling	<input type="checkbox"/> Yes <input type="checkbox"/> No	Overnight Camping	<input type="checkbox"/> Yes <input type="checkbox"/> No
Temporary Structures or Tents	<input type="checkbox"/> Yes <input type="checkbox"/> No	Amplifier Music/ Speakers	<input type="checkbox"/> Yes <input type="checkbox"/> No
Food Selling	<input type="checkbox"/> Yes <input type="checkbox"/> No	Other (explain) _____ _____	

7. Comprehensive General Liability Insurance

Comprehensive general liability insurance may be required. If required, proof of insurance must be submitted prior to the issuance of the permit.

8. Water Surfaces

Fraser-Fort George Regional District Parks does not manage water surface and activities. However, if you are holding water based activity, but need land-based facilities such as picnic shelter or other Regional Park areas reserved, a permit is required.

9. **Release and Indemnification**

An authorized representative of the business, group or organization must complete and sign the attached release and indemnification form and submit it with their application.

