



Salmon Arm Recreation

2600 - 10th Ave. NE - Salmon Arm, BC V1E2S4
250.832.4044 ext 207 - rscott@salmonarmrecreation.ca

Park Use Request Form

Event: _____

Representative: _____

Mailing Address: _____

Postal Code: _____ Email: _____

Telephone: _____

Date Requested _____

Facility

Start and End Time _____

Purpose of Rental:

How many people are expect at your event: _____

If you feel there are any special needs for your event, please list them below(e.g. tents, porta potties, food trucks) .

Insurance

Third party liability insurance is required when renting parks/facilities. It must be \$2 million liability and state the City of Salmon Arm and the Shuswap Recreation Society as additional insured on the Certificate of Insurance. You can also source insurance from our on-line provider <https://eventpolicy.ca/>

Park Information

No alcohol or amplified music/speaking permitted in the parks.

Bookings

Parks are not booked until contract is signed, this is a request form use only.

[PLEASE CLICK HERE TO SUBMIT THE COMPLETED FORM VIA EMAIL](#)

Office Use Only

Date Rec'd: _____

Time _____