



## Salmon Arm Recreation

2600 - 10th Ave. NE - Salmon Arm, BC V1E2S4  
250.832.4044 ext 202 - [rscott@salmonarmrecreation.ca](mailto:rscott@salmonarmrecreation.ca)

### Special Use Field 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/>

#### Field Information

No alcohol or amplified music/speaking permitted.

#### Bookings

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

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

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#### Office Use Only

Date Rec'd: \_\_\_\_\_

Time \_\_\_\_\_