



FACILITY PERMIT APPLICATION FORM

Date: _____

Rental # _____

Applicant's Name: _____

Address: _____ City: _____ Prov. _____ Postal Code: _____

Phone #: _____ E-mail: _____ Fax No. _____

Facilities Requested: 1. _____
2. _____
3. _____

Date Requested: _____ **Time:** _____ - _____ **Annual Event:** Yes _____ No _____

Description of Event (be specific): _____

****If you are holding a walk or run event please ensure you have a few first aid responders along the route!***

Event Name: (if applicable) _____

Number of people attending _____

Will your event include: (please check)

BBQ	Yes	No	
Sale of Food	Yes	No	
Bonfire	Yes	No	
Special Occasion Permit (Alcohol)	Yes	No	
Fireworks	Yes	No	
Amplified Music	Yes	No	
Stage (not supplied by City)	Yes	No	
Tents (not supplied by City)	Yes	No	
Road Closure	Yes	No	must be arranged through Eng. Dept.

Equipment and services required: (please check - additional fees may apply plus applicable tax)

Washrooms (key may be required)	Yes	No	
Hydro- extra cost	Yes	No	
8FT Barricades - (Set of 10 (\$67.48 plus HST))	Yes	No	(If yes, how many sets) # _____
Garbage Cans - Set of 8 (\$67.48 plus HST)	Yes	No	(If yes, how many sets) # _____
Wind Screens (Installed) - \$67.48 plus HST	Yes	No	(Rotary Shelter Only)

Any other requests or comments: _____

Arts, Culture, & Recreation

200 McIntyre Street East
North Bay, ON P1B 8H8
Phone: (705) 474-0400 Ext 2335 or 2329
Fax: (705) 474-9782 Email: fieldsandparks@cityofnorthbay.ca

Personal information on this form is collected under the authority of the **Municipal Freedom of Information and Protection of Privacy Act** and will be used for the purpose of booking municipal parks. Questions about this collection or personal information should be directed to the City Clerk, 200 McIntyre St. E., North Bay (705) 474-0626, Ext. 2510.