



Community and Trail Event Application

Community Events Office,
North Vancouver Recreation Commission
2300 Kirkstone Road, North Vancouver, BC V7J 1Z6
Phone: 604-983-6575, Fax: 604-983-6574
events@northvanrec.com

Contact Information

Organization Name (if applicable) _____

Contact Name _____

Address _____ Postal Code _____

Home Phone _____ Cell _____ Fax _____ email _____

Business Phone _____ Website of Organization _____

Group Type (please check one):

Community Group Individual Commercial
Public Agency Non-profit Registered Society No. _____

Event Information

Event Name _____

Requested Park Name _____

Location Details _____

Date of the Event _____ Start Time: _____ End Time: _____

Type of Event: Community Event Race Other- Please Describe: _____

Expected Attendance: Number of Spectators _____
Number of Volunteers _____
Total Attendees: _____



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Purpose and Description of Event

Does your event cross into any other municipalities? Yes No

If yes, please provide details

History of the Event

Proposed use of Proceeds

Proposed Activities Is alcohol proposed? Yes No

Additional Comments

- Please include any relevant information regarding your event, including proposed route maps for races/ parades.
- If you are serving food, and it involves the services of a caterer or the preparation and service of food to members of the public, please contact the Vancouver Coastal Health Food Inspector at 604-983-6700 or at www.vch.ca to obtain approval. If amplified sound is to be used, relaxation of Noise Bylaw 5819 may be required. If alcoholic beverages will be served please call 604-990-3800 for instructions.
- All bookings require a minimum of \$5million liability insurance coverage (more coverage may be required depending on the size and nature of your event) naming the North Vancouver Recreation Commission, the City of North Vancouver, the District of North Vancouver and School District 44 as additional insureds.
- Event Managers must carry their permit for the duration of the event and present it upon request.