

# Parks and Facility Rental Request Form

Contact First and Last Name \_\_\_\_\_ Date \_\_\_\_\_

Organization/Corporation Name if applicable \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ Postal Code \_\_\_\_\_

Phone Number \_\_\_\_\_ Email \_\_\_\_\_

Date of Rental \_\_\_\_\_ Type of Event \_\_\_\_\_

Facility/Location/Room \_\_\_\_\_

Start Time (Event rentals include time for setup) \_\_\_\_\_

End Time (Event rentals include time for clean up) \_\_\_\_\_

Approximate number of attendees \_\_\_\_\_

Age of Majority Event Yes No Outdoor Beer Garden Yes No

Please check all details that apply to your request

Alcohol

P.A System

Vendors

Tables

Kitchen/Concession

Chairs

Set up Requirements

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Submit to Rachel Stephenson at [rachel.stephenson@chatsworth.ca](mailto:rachel.stephenson@chatsworth.ca)  
519-794-3232 Ext 136

Once submitted we will confirm the availability that was requested. A contract will then be made with the Conditions of the Facility Agreement to sign as well as payment information