



REGIONAL DISTRICT OF CENTRAL KOOTENAY
Box 590, 202 Lakeside Drive
Nelson BC V1L 5R4

T 250 352 6665
F 250 352 9300
www.rdck.bc.ca

PARK USE PERMIT APPLICATION

Application Type (check one): New Renewal Ongoing

Requested Period of Use (inclusive) From _____ to _____
mm/dd/yyyy mm/dd/yyyy

APPLICANT INFORMATION

COMPANY/SOCIETY NAME <i>(if applicable)</i>		COMPANY INC. #/SOCIETY # <i>(if applicable)</i>	
NAME <i>(representative)</i>		POSITION TITLE <i>(if applicable)</i>	
MAILING ADDRESS		CITY AND PROVINCE	POSTAL CODE
BUSINESS PHONE	FAX NUMBER	EMAIL ADDRESS	
HOME PHONE <i>(if applicable)</i>		MOBILE	
ALTERNATE CONTACT PERSON			
BUSINESS PHONE	FAX NUMBER	EMAIL ADDRESS	
HOME PHONE <i>(if applicable)</i>		MOBILE	

EVENT INFORMATION

Brief description of use, including intended audience, expected number of participants and observers, and or any fees to be charged for attendance.

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Name of Park. Location of event in the park and description of any park facilities needed.

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Check here if you are requesting a park permit for Sunshine Bay Regional Park and require the use of the concession/kitchen.

Brief description of equipment, apparatus, gear, material or paraphernalia to be brought into the park as part of the special use. Confirm if additional toilets, garbage cans, signage or traffic control devices will be brought in.

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Brief description of how the special use will be promoted.

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I, the undersigned, acknowledge that I have read the attached excerpts from the RDCK Park Regulation Bylaw 2173, and have provided above a full representation of the special use of the RDCK regional park that my group or organization would like to make.

Authorized Representative (Print name and title)

Date

Signature

Submit application to:

RDCK

Box 590, 202 Lakeside Drive

Nelson BC V1L 5R4

or email scarmichael@rdck.bc.ca

Fax 250-352-9300

A fully signed copy will be returned to you upon payment and approval.

RDCK APPROVAL:

Cary Gaynor, Regional Parks Operations Supervisor

Date

PLEASE NOTE:

- Incomplete information may result in delays in evaluating and disapproval of the park use permit application.
- The person signing the application form is responsible for ensuring that all conditions are met and is expected to be on site during the event.

COSTS

Permit Fee	
Sunshine Bay Regional Park Concession/Kitchen Fee	
Damage Deposit	
Site preparation/clean up costs	
Proof of comprehensive general liability with the RDCK named in the policy as additional insured	
TOTAL	

FOR OFFICE USE ONLY

PAYMENT RECEIVED **DATE** _____

GL CODE: 42040-OPR288-100