

**THE CORPORATION OF THE CITY OF BURLINGTON
PARKS & RECREATION**

426 Brant Street, Burlington, Ontario ... L7R 3Z6
Telephone: 905-335-7738 ... Fax: 905-335-7837 or
www.burlington.ca



FACILITY RENTAL APPLICATION #1

Name of Organization: _____

Contact Person: _____

Address: _____

City: _____ Postal Code: _____

Home Phone Number: _____ Bus. Phone Number: _____

E-mail Address: _____ Fax Number: _____

Please check the appropriate box indicating the category of facility requested:

Arenas Community Centres (meetings/activities) Pools Schools see application #3

Sports fields Community Centres (social events, see application #2) Birthday Party Packages

For additional dates/locations required, please attach letter or schedule and include any special requests

i.e. Sports Fields: Beer Garden, Concession, Change Rooms, Lights, etc. (Please specify)
Arenas: Concession, PA System etc. (Please specify)

Location/Facility	Dates	Times	Special Requests

Purpose/Type of event and details of any special request: _____

We certify that we have read the Rules and Regulations appearing as page 2 of this application and agree to conform there to and to be strictly bound thereby.

Date of application:

Signature of contact person

The collection, use, and disclosure of personal information is governed by the Municipal Freedom of Information and Protection of Privacy Act R.S.O. 1990, c.M.56
Legal Authority: Municipal Act, c.M.45
Use: Scheduling
Contact: 905-335-7771

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RULES AND REGULATIONS

Permits are not valid unless they are signed by a representative of the applying applicant or organization. By signing the application to obtain a required permit, the applicant is acknowledging that he/she agrees to be bound by the rules and regulations governing the use of City-owned/operated facilities as noted below:

1. The issuance of a Facility Permit is entirely at the discretion of the Parks & Recreation Department. The Department reserves the right to cancel any permit temporarily or permanently:
 - ▶ should accommodations be required for special events;
 - ▶ upon breach of these rules and regulations;
 - ▶ should the Department be of the opinion that the premises are not to be or are not being used for the purpose(s) contained in the application;
 - ▶ in the event of inclement weather and/or poor playing conditions; or
 - ▶ should the organization fall in arrears with the City of Burlington.
2. The facilities named on the Permit are to be used only on the date(s) and time(s) specified and only for the purpose(s) named. The permit is not valid unless signed by the appropriate organization contact or an authorized person on his/her behalf.
3. The permit is not transferable.
4. Permit holders wishing to cancel or alter the permit must give written notification as per policies and procedures established by the Corporation of the City of Burlington.
5. The City of Burlington will not be responsible for personal injury or for the loss or theft of clothing or equipment of the applicant or organization, or anyone attending on the invitation of the applicant or organization.
6. The permit holder must pay all damages to facilities arising from the use of such facilities granted by the permit.
7. All permit holders must comply with Federal, Provincial, and Municipal By-Laws.
8. The permit holder shall be responsible for the conduct and supervision of all persons admitted to the facilities permitted, and shall see that all regulations contained in the permit are strictly observed and enforced.
9. All activities must be conducted in an orderly manner. Use of profane language is prohibited.
10. The person signing this application to obtain a permit must be a person authorized by the organization to do so. A person signing a permit shall, when asked, agree to personally guarantee payment of any rent that becomes due to the City under the permit. If no guarantee is given when required, no permit shall be issued.