



Date of Request: \_\_\_\_\_

**EVENT RENTAL REQUEST FORM (PARKING ONLY)**

Event Title: \_\_\_\_\_

Event Date(s): \_\_\_\_\_

Event Start Time: \_\_\_\_\_ Event End Time: \_\_\_\_\_

**Billing/Contact Information**

Organization Name: \_\_\_\_\_

Legal Name:  same as above  other: \_\_\_\_\_

Contact Person Name: \_\_\_\_\_ Title: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

Preferred Payment Method:  credit card (over phone)  cheque (mailed)  in person<sup>1</sup>**Event Venue**Lot #<sup>2</sup>: \_\_\_\_\_ Lot Address: \_\_\_\_\_Requesting:  entire lot  approximately \_\_\_\_\_ stalls<sup>3</sup>**License Plate(s) for Registration<sup>4</sup>**

License Plate List: \_\_\_\_\_

(if more than 10 license plates, please provide as a separate document)

 I understand that as the event applicant I am required to provide a list of license plates (not to exceed 3 per stall booked) in advance of the rental period.**CPA Use**Event Accepted:  yes  no, reason: \_\_\_\_\_

Cost: \_\_\_\_\_ + \_\_\_\_\_ administration fee + \_\_\_\_\_ = \_\_\_\_\_

Other Details: \_\_\_\_\_

THE CITY OF CALGARY

Chris Blaschuk, Manager, Calgary Parking

<sup>1</sup> In person payment is only accepted at the Municipal Impound Lot (400- 39 Avenue SE).<sup>2</sup> Parking lot terms and conditions apply.<sup>3</sup> Stalls provided on a first-come first-serve basis. Stalls not guaranteed.<sup>4</sup> License plates must be provided in advance of the event for internal registration if the entire lot is not booked.*The personal information collected herein is authorized under Section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act of Alberta, and will be used for the purpose of Event Rentals. Should you have questions about the use of your information, please contact ParkingFoip@calgary.ca.*