



Send completed form to parkingeventrentals@calgary.ca

Date of Request: _____

EVENT RENTAL REQUEST FORM

Event Title: _____

Event Date(s): _____

Event Start Time*: _____ Event End Time*: _____

*Including set up and take down.

Contact Information

Organization Name: _____

Legal Name: same as above other: _____

Contact Person Name: _____ Title: _____

Address: _____

Phone #: _____ Email: _____

Registered Charity/Non-Profit #: yes no

If yes, applicable number is: _____

City of Calgary Festival and Events Subsidy Application (if applicable): yes no

Event Venue

Lot # and Address: _____

Lot Use: parking event staging vendor booths other

If other, details include: _____

I am only requesting to use a part of the lot and have identified this area on a map attached.

Event Specifics

Brief Description: _____

Food or Drink: yes no

If yes, details include: _____

Alcohol: yes no

If yes, details include: _____

Materials or Equipment Brought On-site: yes no

If yes, the items include: _____

Any other details to share? _____