



Date of Request: _____

EVENT RENTAL REQUEST FORM (PARKING ONLY)

Event Title: _____

Event Start Date*: _____ Event End Date*: _____

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

*Including set up and take down.

Event Contact Information

Organization Name: _____

Legal Name: same as above other: _____

Contact Person Name: _____ Title: _____

Phone #: _____ Email: _____

Organization Address: _____

Billing Information same as above

Organization Name: _____

Billing To Name: _____ Title: _____

Phone #: _____ Email: _____

Billing Address: _____

Preferred Payment Method: credit card (over phone) cheque (mailed) in person¹ EFT**Event Venue**Lot #²: _____ Lot Address: _____Requesting: entire lot approximately _____ stalls³**License Plate(s) for Registration⁴**

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 1 per stall booked) in advance of the rental period and that failure to provide license plates may result in tickets that will not be cancelled.**CP Use**Event Accepted: yes no, reason: _____

Cost: _____ + _____ administration fee + _____ = _____

Other Details: _____

THE CITY OF CALGARY

Chris Blaschuk, Manager, Calgary Parking

¹ In person payment is only accepted at the Municipal Impound Lot (400- 39 Avenue SE).² Parking lot terms and conditions apply.³ Stalls provided on a first-come first-serve basis. Stalls not guaranteed.⁴ 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.