



APPLICATION TO HOLD A WEDDING CEREMONY ON PUBLIC PARKS & BEACHES

SPECIAL EVENT & FILM SERVICES

VANCOUVER PARK BOARD (STANLEY DISTRICT)

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SUBMISSION OF THIS APPLICATION CONSTITUTES A REQUEST TO USE PARK SPACE FOR THE PURPOSE OF A WEDDING CEREMONY, AND DOES NOT GUARANTEE EVENT APPROVAL.

PLEASE NOTE: ALL APPLICATIONS MUST BE RECEIVED 2 MONTHS PRIOR TO THE WEDDING CEREMONY DATE. LATE APPLICATIONS WILL NOT BE PROCESSED OR APPROVED.

Applicant's Name(s):	Date of application:	
Address:	City:	
State/Province:	Postal code:	
Home: ()	Work: ()	Cell: ()
E-mail address:	Number of Guests/Participants:	
Are you proposing any special conditions beyond our permitted guidelines? (see below) Please provide information:		

Preferred Park Location: (Please Check)

A. Designated Park Location:

- Stanley Park (Rose Garden)
 Stanley Park (Brockton Point)
- Spanish Banks (West Extension)
- Stanley Park (Ferguson Point) → Are you having your reception at The Tea House? Yes No

Date(s)	Ceremony Time	Set Up Time	Take Down Time

Permitted Guidelines Include:

- 10' x 10' tents (max. 2) -- tents must be weighed down; spikes not permitted
 - chairs (max. 20)
 - small table for signing of marriage certificate
 - acoustic music (ie: accordion, guitar – no amplified sound)
 - minimal floral decoration
 - biodegradable confetti -- no rice or paper materials
- * Catered food and alcoholic beverages are not permitted*

A \$30 APPLICATION FEE is required in order to process your request. Payment can be made by credit card or cheque (payable to "Vancouver Park Board") and delivered or mailed to the address at the top of this application form. Once your permit application has been approved, this amount will be deducted from your permit fee.

STANDARD PERMIT REQUIREMENTS FOR WEDDING CEREMONIES

FEEES FOR WEDDING CEREMONIES ON PUBLIC PARKS & BEACHES: 2012 (FEES SUBJECT TO CHANGE)

WEDDING PERMIT: **\$383.93** *Prices do not include HST

ALL FEES AND PROJECTED COSTS MUST BE PAID WITHIN FIFTEEN (15) DAYS OF BOOKING CONFIRMATION UNLESS OTHER ARRANGEMENTS HAVE BEEN AGREED UPON. SITES ARE NOT RESERVED UNTIL PAYMENT HAS BEEN RECEIVED. PLEASE MAKE CHEQUES PAYABLE TO THE VANCOUVER BOARD OF PARKS AND RECREATION.

THE FOLLOWING ARE INCORPORATED INTO, AND FORM PART OF, THE PERMIT AGREEMENT:

- **TERMS AND CONDITIONS:**

1. THE LICENSEE IS RESPONSIBLE FOR ENSURING THAT: THE ASSIGNED AREA IS APPROPRIATE FOR THE ACTIVITY; THE ACTIVITY IS CONDUCTED IN A SAFE, ORDERLY MANNER; THE ACTIVITY IS RESTRICTED TO THE ASSIGNED AREA; THE EVENT ACTIVITIES DO NOT INTERFERE WITH OTHER PARK USERS.
2. ANY PROPERTY DAMAGE WHICH OCCURS DURING THE PERMITTED EVENT, SET-UP OR TAKE-DOWN, IS THE RESPONSIBILITY OF THE LICENSEE. DAMAGE TO PARK PROPERTY SHOULD BE REPORTED IMMEDIATELY. IT WILL BE ASSESSED AND REPAIR COSTS BILLED TO THE LICENSEE.
3. THE LICENSEE IS RESPONSIBLE FOR LEAVING THE AREA CLEAN AND LITTER-FREE AND MAY BE BILLED FOR ANY SUBSEQUENT COST INCURRED BY THE BOARD FOR CLEAN-UP.
4. IF TRAFFIC CONTROL IS REQUIRED, THE VANCOUVER POLICE DEPARTMENT AND THE CITY ENGINEERING DEPARTMENT MUST BE CONSULTED.
5. ALL PERMITTED GROUPS MUST USE SPORTS FIELD WHITING (NON-TOXIC) WHEN MARKING VANCOUVER PARK BOARD FIELDS/PARKS.
6. BARBECUES MAY BE USED PROVIDED THEY ARE THIRTY (30) INCHES FROM THE GROUND, BUT NOT ABOVE, OR ON ASPHALT, CONCRETE OR PICNIC TABLES. COALS ARE TO BE TAKEN OFF-SITE.
7. ONLY PAPER OR PLASTIC CUPS MAY BE USED FOR BEVERAGES. FOR SAFETY REASONS, NO GLASS CONTAINERS ARE PERMITTED.
8. THE CITY OF VANCOUVER RESERVES THE RIGHT TO CANCEL AN EVENT OR ACTIVITY FOR ANY REASON AND SHALL NOT BE RESPONSIBLE FOR ANY ASSOCIATED COSTS OR DAMAGES.

- **PARK BOARD BY-LAWS REQUIRE THAT UNLESS SPECIFICALLY PERMITTED:**

1. VEHICLES ARE NOT TO BE DRIVEN ONTO GRASSED AREAS OR RESTRICTED ACCESS AND SERVICE ROADS AT ANY TIME. NON-PERMITTED VEHICLES MAY BE TOWED.
2. SERVICE OF FOOD IS SUBJECT TO BY-LAW REQUIREMENTS OF THE CITY HEALTH DEPARTMENT.
3. THE SALE OF GOODS, THE COLLECTION OF AN ADMISSION FEE, OR THE OPERATION OF A CONCESSION IS PROHIBITED.
4. THE OPERATION OF A PUBLIC ADDRESS SYSTEM, OR AMPLIFIED MUSIC, IS NOT PERMITTED.
5. "NO ALCOHOLIC BEVERAGES ARE TO BE DISPENSED, SOLD OR CONSUMED ON THE PARK AT ANY TIME." (SECTIONS 42 AND 43 OF THE LIQUOR CONTROL AND LICENSING ACT.)
6. SIGNAGE, BANNERS OR ADVERTISEMENTS ARE NOT PERMITTED.
7. THE ERECTION OF STRUCTURES, FENCES, POLES, TENTS, STAGES, BLEACHERS, PORTABLE TOILETS, THE USE OF FIRE OR FIREWORKS, OR THE INSTALLATION OF ELECTRICITY IS PROHIBITED.

PARK USERS MUST CARRY THE PERMIT AND PRESENT IT UPON REQUEST. PERMITS WILL BE REVOKED WITHOUT PAYMENT OF ANY COMPENSATION IN THE EVENT OF A BREACH OF ANY LAWS, BY-LAWS, OR CONDITIONS SET UP HEREIN OR IN FORCE. NON-COMPLIANCE MAY ALSO RESULT IN ADDITIONAL CHARGES.