



Application For Use – All-Weather Fields

Facility Scheduling PO Box 1749, Halifax, NS B3J3A5
311(phone) / 902-490-4421(fax)

Once a contract has been approved, time will not be permitted to be cancelled. You will be responsible for full payment.
Please provide a contact name and number for your organization that can be publicly disclosed if required.

ORGANIZATION/LEAGUE NAME				EVENT NAME					
CONTACT NAME				EMAIL					
ADDRESS			CITY		PROVINCE		POSTAL CODE		
HOME	WORK	CELL		FAX					
ALTERNATE - CONTACT NAME					EMAIL				
ADDRESS			CITY		PROVINCE		POSTAL CODE		
HOME	WORK	CELL		FAX					
TYPE OF LEAGUE					TYPE OF SPORT BEING PLAYED				
<input type="checkbox"/> ADULT <input type="checkbox"/> YOUTH <input type="checkbox"/> CO-ED <input type="checkbox"/> FEMALE <input type="checkbox"/> MALE									
DID YOUR LEAGUE BOOK THIS FACILITY LAST YEAR?					IF YES, WHICH FACILITIES AND FOR WHAT PURPOSE?				
<input type="checkbox"/> YES <input type="checkbox"/> NO									
FACILITY REQUESTED									
	Mainland Common Field #1			Bedford/Hammonds Plains					
	Mainland Common Field #2			Cole Harbour					
	Harbour East Field #1			Weir					
	Harbour East Field #2								
Field Set Up Required i.e. Full Field or Cross Field. Please include the number of fields. Include a DIAGRAM to clarify if necessary. If unsure, please consult with scheduling staff for recommendations. Client is responsible to ensure staff are fully aware of all set up requirements.									
FIELD #			DAY			TIME			
START DATE			END DATE			A game schedule must be submitted for any league usage before a contract will be issued.			
DO YOU REQUIRE PARKS SERVICES PRIOR TO OR DURING YOUR EVENT?					IF YES, PLEASE LIST				
<input type="checkbox"/> YES <input type="checkbox"/> NO									
There may be additional costs charged to the client for any additional services provided by municipal staff.									



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DO YOU REQUIRE THE USE OR ACCESS OF		DO YOU PLAN TO REQUEST PERMISSION FOR	
SCOREBOARD	<input type="checkbox"/> YES <input type="checkbox"/> NO	A BEER GARDEN	<input type="checkbox"/> YES <input type="checkbox"/> NO
BOOTH	<input type="checkbox"/> YES <input type="checkbox"/> NO	A TENT	<input type="checkbox"/> YES <input type="checkbox"/> NO
ELECTRICITY	<input type="checkbox"/> YES <input type="checkbox"/> NO	If yes to any of these items, please see staff to obtain information regarding procedures.	

No motorized vehicles are permitted within the fenced area of the complex without written permission from HRM staff. Vehicles are only permitted to park near the gated entrances to unload and load equipment.

Please indicate below any additional equipment to be used and how it will be arriving on site:

DO YOU PLAN TO HAVE VENDORS ON SITE YES NO

IF YES, WHO ARE THE VENDORS AND WHAT PRODUCT(S) WILL THEY BE SELLING

It is the responsibility of the event organizer to ensure vendors have all applicable licenses.

WHAT IS THE ANTICIPATED # OF SPECTATORS FOR YOUR BOOKING

WILL SPECTATORS BE CHARGED YES NO IF YES, LIST FEES

SITE MEETING REQUIRED YES _____ DATE/TIME NO

HRM reserves the right to require SECURITY and/or OFF DUTY POLICE OFFICER(S) on site for any and/or all events at the expense of the league/event organizer. Please discuss requirements with Scheduling staff.

I ACKNOWLEDGE THAT THIS IS APPLICATION IS ONLY A REQUEST. RENTALS ARE NOT CONFIRMED UNTIL A CONTRACT IS SIGNED.

In accordance with Section 485 of the Municipal Government Act (MGA), the personal information collected on this form will only be used by municipal staff and, if necessary, individuals and/or Organizations under service contract with the Halifax Regional Municipality for purposes relating to the use of the Municipal Facilities. If you have any questions about the collection and use of this personal information, please contact the Access and Privacy Office at 902-943-2148 or privacy@halifax.ca

Signature

Date

Office Use Only:

Print

Save As

Staff Receiving: _____ Date: _____