



CITY OF LANGLEY TOURNAMENT REQUEST APPLICATION

1 Contact Information	
Organization	Date
Main Contact	Address
Main Phone	Postal Code
Alternate Phone	Email or Fax
Alternate Contact	Address
Main Phone	Postal Code
Alternate Phone	Email or Fax

2 Event Amenities	
<i>Dependent upon the activity, you may be required to provide further documentation before your event permit is issued.</i>	
Will a concession be on site?	<input type="radio"/> yes <input type="radio"/> no
<small>If yes, a Temporary Food Premises Permit must be obtained from Fraser Health and a copy must be presented to the Event Supervisor at least 30 days prior to the event.</small>	
Amplified Sound?	<input type="radio"/> yes <input type="radio"/> no
Inflatable? (i.e. activity bouncer)	<input type="radio"/> yes <input type="radio"/> no
Fundraising? (i.e. 50/50 draw, merchandise sales, raffle)	<input type="radio"/> yes <input type="radio"/> no

3 Event Support Items			
<i>Below is a list of items that may be available to use through the City of Langley for your event. Please note that an additional fee may be required for the use of some of these items.</i>			
Tables	# Required =	Garbage Bags	# Required =
Chairs	# Required =	Recycling Bins	# Required =
10x10 Tents	# Required =	Bleachers	# Required =
10x20 Tents	# Required =	Other (please specify)	
Garbage Cans	# Required =		

4

Field/Diamond Request

Tournament Name		
Field/Diamond	Date	Time
<i>Please use a new line for each day and time of the tournament</i>		

Event Requests, Questions or Concerns
<i>Please provide a detailed list below of any additional items for request, questions, or concerns regarding your tournament</i>

5

Signature

Signature

Date (mm/dd/yyyy)

Prior to using any City of Langley facility, each individual and/or user group must show proof of \$2,000,000.00 or greater general liability insurance. Such insurance shall define additional insured and be named as follows:

- City of Langley and its elected and appointed officials, officers, employees, volunteers and agents

Return completed form and proof of insurance to events@langleycity.ca or fax 604.530.8596

Office use only					
Insurance Received	<input type="radio"/> yes	<input type="radio"/> no	Approved by Events Supervisor	<input type="radio"/> yes	<input type="radio"/> no
Deposit Received	<input type="radio"/> yes	<input type="radio"/> no	Approved by Parks Supervisor	<input type="radio"/> yes	<input type="radio"/> no
Food Permit Received	<input type="radio"/> yes	<input type="radio"/> no	Contract #		