

WEDDING PERMIT APPLICATION

Permits cover the wedding ceremony and photographs only; they do not cover receptions, picnics, or other activities.
This is an application request and does not guarantee permission.

1. APPLICANT INFORMATION

full name:
address: postal code:
telephone: email:
on-site contact name: on-site contact telephone:

2. WEDDING INFORMATION

type of permit and location:

- EXCLUSIVE AREA WEDDING PERMIT** (\$400 +tax) Whytecliff Park
- NON-EXCLUSIVE WEDDING PERMIT** (\$140 +tax)
 - Ambleside Park Dundarave Park John Lawson Park
 - Memorial Park Millennium Park
 - If other, specify location:

Please note, Lighthouse Park and Caulfeild Park are not available for weddings.

event date: event time: number of attendees:

I UNDERSTAND THAT:

- upon receipt of the contract from District of West Vancouver, I must provide the District with a signed copy of same, proof of payment and insurance confirmation* and all other necessary approvals prior to holding a wedding in a park.
- there may be exclusions for the type of wedding I selected.**
- once the permit is finalized, it must be available for presentation upon request at the ceremony.

applicant signature: date:

3. SUBMIT COMPLETED APPLICATION TO WEDDINGS@WESTVANCOUVER.CA

Freedom of Information and Protection of Privacy Notice of Collection and Use: Your personal information is collected by the District of West Vancouver under section 26(c) of the *Freedom of Information and Protection of Privacy Act* and will be used to process your permit application. If you have any questions regarding the collection and use of this information, please contact the Privacy Officer at 604-921-3497 or dneufeld@westvancouver.ca.

*Comprehensive General Liability Insurance of at least \$2 million is mandatory. You may use this link: eventpolicy.ca or go through your own insurance provider. Please ensure that you indicate District of West Vancouver as also insured.

**For example, seating arrangements, canopies, structures, decorations, and music are not allowed with a non-exclusive wedding permit.

FOR OFFICE USE ONLY

application received on: signed contract received on:
calendar conflicts (Y/N): paid on:
contract sent to applicant on: insurance received on:
contract #: approved on: