

Booking Form for a Wedding in a City Park

Please complete all information and return it to the Leisure Services Office contact information at the bottom of this form, as early as possible. Remember to contact the office as soon as you know the date you would like to plan your wedding so that we can ensure the availability.

Family Information

Name of Main Contact:	
Address:	
Telephone:	Fax:
Email:	
2 nd Contact Person:	Email:

Basic Event Information

Venue Requested:
People Expected:
Date of Event:
Time of Event: Set up time: _____ Event start time: _____ End time: _____
Specifics of Event:

Please send completed form by fax to 671-8145 or by mail to:

**Leisure Services – Special Events
 City of Greater Sudbury
 PO Box 5000, Station “A”
 Sudbury, ON, P3A 5P3**

FOR OFFICE USE ONLY:

Contract number: _____
 Rental cost: _____ Contract/Schedule A: Sent, Received
 Payment due date: _____ Paid: Yes