



Recreation Services

Facility Request: School BBQ Picnic Services-In-Kind Equipment 2026

Facilities are allocated utilizing the Fair Play Facility Allocation Policy.

- INSTRUCTIONS:**
- 1) To complete form electronically, click on "Fill & Sign".
 - 2) Fill in form by clicking the cursor where you want to type.
 - 3) Save a copy for your records and email a copy to: RecCSD@vaughan.ca.

Organizational Profile: **Deadline Date: December 12, 2025**

School Name		
Event Date and Time		Expected Attendance
Principal Name		Secondary Contact
E-Mail Address		E-Mail Address
School Address		Business Phone No.
City		Cell Phone No.
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Bus. Phone No.	Home Phone No.	Home Phone No.

Event Details:

Services-In-Kind Equipment: (If applicable)

Equipment below are maximums allowable, and are pending availability. Set up, delivery, pick up dates and times are not guaranteed, and are subject to change, based on availability.

All organizers are responsible for the collection and disposal of garbage. Garbage and Recycling cannot be left in containers.

Equipment	Quantity City will confirm	Specific Location	Notes & Special Instructions
Garbage Containers (max. 2)			
Recycling Toters (max. 2)			
Picnic Tables (max.8)			

This form may contain personal information as defined under the Municipal Freedom of Information & Protection of Privacy Act. This information is collected under the legal authority of the Municipal Act, 2001, S.O. 2001 c.25, as amended. This information will be used by the City of Vaughan for the purpose of, mailings and the rental of City facilities and will become part of Recreation Services files where applicable. Questions regarding this collection may be directed to the Director of Recreation Services, City of Vaughan, 2141 Major Mackenzie Drive, Vaughan, Ontario L6A 1T1, 905.832.8500.

I hereby request use of the above location(s) on the dates and times shown. As part of the consideration for the City of Vaughan renting the above noted facilities to me/us, I, on behalf of myself, the renting organization and its members agree to release and discharge, and to indemnify and save harmless the Municipality from and against all claims and proceedings, by whom/whoever made or brought, in respect of any cost, losses, damage or injury arising by reason of my/our use of the rental facilities.

I have read and understood the Rental Contract Conditions & Regulations and agree to abide by these conditions for all of the dates/times issued by this request.

Note: Accounts must be in good standing in order to be eligible for a rental contract.

Applicant's Signature (Min. age 18 years of age):	Date:
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