



Special Event/City Hall
Flag Raising Permit Application

This is an application/request only and does not guarantee a permit will be issued.
To avoid any misunderstanding, be sure to read all information and Conditions of Use.

Organization Name: _____

Main Contact: _____ E-mail: _____

Mailing Address: _____

City/Town: _____ Postal Code: _____

Phone (Home) _____ (Work) _____ (Cell) _____ (Fax) _____

Alternate Contact: _____ E-mail: _____

Phone (Home) _____ (Work) _____ (Cell) _____ (Fax) _____

Form with two columns: Left column contains fields for Date(s) Requested, Set Up Time, Event Start Time, Event End Time, Clean Up Time, Expected Attendance, Location Requested, and Describe Area Requested. Right column contains Name of Event, checkboxes for PA System/Podium, Chairs being set up, and Use of foyer space, and a Details section.

The personal information requested on this form is collected for booking confirmation use only, and will be disclosed within the provisions of the Freedom of Information and Privacy Act. If you have any questions regarding the collection, use or disclosure of the information provided to the City on this form, please contact 320-3011.

Applicant's Signature: _____ Date: _____

Return to: Recreation & Culture, 3rd Floor, City Hall
910 - 4th Avenue South, Lethbridge, AB T1J 0P6
Fax: (403) 320-4163 Phone: (403) 320-3011

Please visit our Website at www.lethbridge.ca/leisure for information regarding facility descriptions, fees & charges, other events occurring, etc.

For Office Use Permit No. _____