

# OUTDOOR FACILITIES

## Frequently asked questions

**Q: Does the City of Camrose have outdoor facilities available for an event or activity?**

**A:** The City of Camrose has the following three outdoor gazebos and pavilion available for reservations. However, most outdoor public spaces, such as parks, can be available for an event (Special Event Permit may be required).



KAMIFURANO GAZEBO



GRAND DRIVE PARK GAZEBO



ROTARY PAVILION

### NOTE:

If you are looking to book an outdoor  
**SPORTS FIELD**  
(soccer, ball, football)

Call Community Services  
**780.672.9195**

**Q: Do I have to reserve an outdoor facility to use it?**

**A:** All outdoor public spaces/facilities are always available on a first-come, first-served basis. HOWEVER, if you would like to secure one of the above gazebos or pavilion for your event or activity, then it is recommended that you reserve the facility by calling **780.672.9195**

**Q: Will I get a confirmation receipt to prove my reservation?**

**A:** Yes. You will receive a copy of a contract that will ensure you have reserved the space for the specified date and time of your activity/event. Please keep copy with you for proof of reservation.

**Q: Is there a fee for reserving one of the outdoor facilities?**

**A:** No. There is no charge associated with the reservation of one of the outdoor facilities.

**Q: Will there be staff available to help me set-up and take down?**

**A:** No. There is no staff on site to assist with your activity/event. Outdoor facilities are open to the public. You might have to clean the facility before and after use.

**Q: Will the snow be removed?**

**A:** No. If there is snow, you will need to clear for your event.

**Q: What do I do if someone is using the site?**

**A:** People may randomly use these facilities. It will be up to you to politely ask them to leave the site after showing proof of reservation.

**Q: Does my event require a City of Camrose Special Event permit?**

**If you answer “yes” to ANY of the following regarding your event:**

- Will have enough people that the site may be crowded and interfere with general public use of the site
- May produce noise likely to exceed permitted noise levels
- Will have inflatables
- Requires electricity (beyond any available on site)
- Possibility of alcohol being served
- Is a public performance, musical event, or play
- Is a fundraiser

## YES

**STEP 1:** If it involves one of the above facilities, call 780.672.9195 to ensure the outdoor facility is available for the date/time of your activity/event. If not, proceed to STEP 3.

**STEP 2:** Reserve the outdoor facility and print your copy of the reservation.

**STEP 3:** Download and fill out the Special Event Permit found on the City of Camrose website at [www.camrose.ca](http://www.camrose.ca) or call 780.672.4426

**STEP 4:** Email the completed Special Event Permit to [kisaak@camrose.ca](mailto:kisaak@camrose.ca)

**STEP 5:** Wait for approval.

## NO

**ENJOY THE OUTDOOR FACILITY & PARK!**

Remember that all outdoor public spaces/facilities operate on a first-come first-served basis.

If you want to secure one of the above facilities you need to reserve by calling **780.672.9195**

Remember that these facilities are not staffed and some clean-up may be needed before use.

**TO RESERVE GAZEBO/PAVILION CALL 780.672.9195**