



TOWN PROCEDURE

PROCEDURE: 7601-02

REFERENCE:
Council

ADOPTED BY:
Town Council

PREPARED BY: Parks

DATE: 2 July 2008

TITLE: Picnic Table Rental, Barricade Use & Electrical Connection Procedure

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- Users will be required to come to the Town Office to apply and pay for rental of tables, barricades and electrical connections.
- A calendar of rentals will be kept by the Town Office
- Copy of rental document will be given to appropriate department – i.e. Parks or Public Works
- See attached Application Form

**Town of Strathmore
Picnic Table Rental, Barricade Use
& Electrical Connection**

Organization or Individual Name: _____

Street Address _____

Where Equipment will be used: _____

Home Phone: _____ Other _____

Number of Tables/Barricades Required: _____

(Circle One)

Date of Pick up: _____ Pick Up Time: _____

Date of Drop Off: _____ Drop off time: _____

Date Electrical Connection Required: from _____ to _____,
20____

From _____ to _____

(Hours of Use)

Signature of Responsible Party

Please Note:

- All picnic tables must be picked up and returned to the Public Works Department on the designated dates and times.
- Tables must be returned cleaned and in good repair or a repair/replacement fee will be charged.
- Contacts: Public Works Lead Hand – Weekdays 403-934-3133
 - After Office Hours, Weekends & Holidays
403-934-5089

Parks Manager – Weekdays - 403-934-3133

The personal information collected on this form is collected under the authority of and will be managed in compliance with the Freedom of Information and Protection of Privacy Act and will be used only for the purpose stated above. If you require further information please contact the FOIP Coordinator at 403-934-3133, weekdays.