

Thank you for your interest in holding an event in White Rock BC Canada.

To hold an outdoor wedding ceremony or other event on the outdoor plaza at Bayview Park at West Beach in White Rock, you must have a Facility Rental Permit. Permits are reserved in one of three time slots: Morning (9:00am-12:00pm), Afternoon (1:00-4:00pm) and Evening (5:00-8:00pm).

Applying for a Bayview Park Ceremony permit:

1. Find an available time for your event by viewing online availability at www.whiterockcity.ca/register
2. Complete a Facility Rental Request form and fax to (604)541-2176, email it to "tkidd@whiterockcity.ca" or drop off at any White Rock Leisure Services location
3. Pay your permit fee and damage deposit:
 - a. By phone @ (604) 541-2161 with credit card (Visa, Mastercard or American Express)
 - b. In person at Centennial Arena office by cash, debit, cheque or credit card
4. Purchase your liability insurance for your event and provide to White Rock Leisure Services. All ceremonies held on City property must have liability insurance in place naming the City of White Rock as an additional insured in the amount of \$2 million before any event is confirmed.
5. Receive your permit and site map and enjoy your special day at scenic Bayview Park on Marine Drive at White Rock's West Beach. Remember to bring a copy of your permit to your event as proof of booking. The permit secures the Bayview Outdoor Plaza for your use on your special day and allows *you* to set up:
6. The permit secures the location for your use on your special day and allows *you* to set up:
 - ↓ One 20x20 tent OR up to two 10x10 tents. Tent must be weighted down; spikes are not permitted
 - ↓ Chairs (Maximum 30)
 - ↓ Acoustic music (for example, accordion or guitar; amplified sound and P.A. systems are not permitted)
 - ↓ Area can be decorated with free standing or tied decorations only. Nails, tacks or tape are not permitted. The renter is responsible for the security of their decorations. All decorations must be set-up and removed within the rental time frame, if not, damage deposit will be non-refundable.

Additional Information:

- ⚡ Confetti and bird seed are not permitted as they may endanger wildlife, bubbles are allowed
- ⚡ No food or alcoholic beverages permitted
- ⚡ A permit is not required to take photos at the ceremony
- ⚡ Roping off the area is prohibited
- ⚡ No vehicles of any kind may be driven or parked on the lawns
- ⚡ Licensee is responsible for the cleanup of the area rented. Set-up and clean-up must be completed within the rental time frame
- ⚡ Pay parking in effect along Marine Drive and all beach area parking lots 24hrs/day 7 days a week. Please check City of White Rock website to view current parking rates at:
<http://www.whiterockcity.ca/EN/main/community/parking.html>
- ⚡ No reserved parking; first come, first served
- ⚡ BNSF operates trains using the railway beside the site. As schedules change regularly, we are unable to advise times that trains pass through the area
- ⚡ Licensee to be present at all times during the event and will assume responsibility for participants' conduct. Excessive sound and inappropriate content situation causing a nuisance to surrounding pedestrians, residents and business are not permitted under any circumstances.
- ⚡ Beach fires are not permitted
- ⚡ No portable washrooms permitted on the site
- ⚡ The City of White Rock reserves the right to deny any events that do not comply with city bylaws, policies or guidelines.

Refunds and cancellations:

60 days' notice is required for a full refund. No refund will be issued with less than 2 weeks' notice. No refunds due to bad weather.

White Rock Leisure Services locations:

Centennial Park Leisure Centre
14600 North Bluff Road
White Rock, BC V4B 3C9

White Rock Leisure Services
15154 Russell Avenue
White Rock, BC V4B 0A6

Kent Street Activity Centre
1475 Kent Street
White Rock, BC V4B 5A2

