

## **Picnic Site General Info/ FAQs**

A **designated picnic site** in City of Calgary parks can be reserved in advance and permits the exclusive use of the existing facilities that are at the chosen site. This may include one or more of the following: picnic tables, fire pit, barbeque, shelter, or power, in an assigned area.

### **How do I book a Picnic Site?**

Full payment is required at the time of booking in order to reserve a picnic site. This can be done over the telephone at (403) 268-3800 option 2 using a Visa, MasterCard, or American Express. Our hours of operation are Monday through Friday, from 8:30am to 4:00pm, with the exception of stat holidays. We are closed between Christmas and New Year's.

### **When can I book a picnic site?**

Picnic site bookings commence on the first Monday of the New Year.

**\*\* Picnic site bookings for weekends must be made no later than 12pm on the Wednesday prior to the weekend. Weekday bookings must be made with 3 full business days in between.**

### **When is the Picnic site Open Season?**

Most picnic sites can be rented from the May long weekend until the Thanksgiving long weekend in October.

Exceptions: Bowness Park, Centre Area with Shelter (site #3), which is available for booking year round.

Bowness is not open for bookings on long weekends; all sites are available first come, first served. South Glenmore Park is available for booking from the middle of June until mid September.

### **What are the hours I can book?**

Bowness Park	Monday – Friday	8:45 am – 2:45 pm 3:15 pm – 9:15 pm
	Saturday/Sunday	8:45 am – 2:45pm only
Prairie Winds Park	Monday – Sunday	8:45 am – 2:45 pm 3:15 pm – 9:15 pm
	All other parks	Monday – Sunday

Should your picnic overlap the 6 hour blocks, you are able to book and pay for both six hour blocks, and reserve the site all day.

### **What are the park hours?**

All parks are open from 5 a.m. - 11 p.m. unless otherwise posted at the park. Park gates will be closed and locked at 11 p.m. and reopen at approximately 5 a.m. the next day. Any vehicles left in the parking lots will remain there until the following day.

### **What if someone is at the site when I arrive?**

It is your responsibility to bring the issued permit with you to the site in case of conflict. A Facility Rental Permit holder, regardless of circumstances, will always have priority over a non-permit holder, for the specific date, time and location booked. By-Law can be contacted via 3-1-1 if you are encountering a particularly difficult situation.

Facility Rental information will be posted, where possible, at the site to alert the public of times and dates that the designated sites will not be available for casual use.

### **Do I need to book a picnic site?**

If you wish to ensure you have a site, it is in your best interest to book a site and obtain a permit by paying the applicable booking fees. However, all designated picnic site areas are available to the public at no charge, on a first-come, first-served basis if not already reserved/ booked.

### **Is firewood included?**

Firewood is not included as an amenity. Please plan to provide your own.

### **Is there power at the picnic sites?**

Electricity (where available) can also be requested free of charge but will not be guaranteed. You can refer to the Picnic Site Amenities document for a list of sites with outlets. Sites with power only deliver 15 amps and can be overloaded.

### **How do I use the barbeques?**

Barbeques at designated picnic sites are free-standing metal containers which allow you to burn firewood or charcoal briquettes inside. You will need something to light the fire with. It is also recommended that you bring tin foil if you plan to cook on top of the barbeque, or bring roasting sticks for cooking inside the barbeque or over the fire pit.

**Can I bring my own barbeque?**

Yes, you can bring your own camp-style or backyard barbeque into the park, provided it is propane-fuelled and does not use charcoal. Larger barbecues that are fuelled by propane are also acceptable. We ask that you be considerate and place backyard barbecues away from grassy areas, on cement or dirt if at all possible.

You are not permitted to bring a commercial or industrial-sized solid-fuelled barbeque without obtaining a special event permit.

**Are there washroom facilities available?**

Yes. The washroom facilities are available from the May long weekend until Thanksgiving and will be locked in the winter. Washrooms are *typically* open from 7 am to 9 pm during summer months.

**Are the sites accessible for the handicapped?**

Yes, the picnic sites and washroom facilities are accessible, with assistance. We strongly recommend you visit to the site to ensure it is suitable for your group's use.

**Is parking available?**

Parking lots are located at all City of Calgary parks, free of charge. Parking is available on a first come, first served basis, and is not included or guaranteed with a picnic site permit. Vehicles are not permitted to be driven into a park without special event approval. Parking at Bowness Park is limited and may not be available.

**Is the playground included in my picnic site rental?**

Playgrounds are not included as part of any picnic site rental, and must be kept open for all park users to enjoy.

**Are dogs allowed in the park?**

Yes, dogs are allowed in the parks if they are on a leash, except in designated off-leash areas. Please clean up after your pet (min. \$250 fine for failing to do so).

**What is the cancellation policy?**

In order to cancel a picnic site booking, or to make changes to the date, time or location, the renter must notify the Recreation Facility Bookings office a minimum of seven business days prior to the rental. A \$10.00 administration fee plus applicable GST will apply for cancellations or changes that result in freeing up a bookable space. Within seven business days of the booking, it is non-refundable.

**What if the weather is poor and we can't have the picnic?**

Inclement weather refunds will be given in the event of significant precipitation (heavy rain, hail, sleet and snow). It is the permit holder's responsibility to contact the Bookings office to arrange a refund. Refunds will be granted on a case-by-case basis depending on historical data supplied by Environment Canada. Refunds will **not** be granted in the event of cold weather or strong winds.

**Is alcohol allowed?**

No, alcohol is strictly prohibited in any public use area. Park sites are monitored by City of Calgary Parks Staff and/or By-Law Enforcement Officers.

**What activities are not permitted at picnic sites?**

Signage or banners cannot be attached to trees, shrubs or other park furniture. Amplified/acoustic noise must align with current Noise Bylaw (311). Please respect plants, trees and wildlife. Balloons are not permitted.

\*Sporting activities such as baseball, soccer or volleyball are not permitted in parks without **special event** approval. You cannot stake anything into the ground (nets, tents, etc), tie anything to trees or drive a vehicle on park turf without special event approval.

**What is a Special Event?**

A **Special Event** is an event that occurs in a City of Calgary park or greenspace and is categorized as anything that has a greater impact on neighbouring Communities than casual or intended park use. This might involve the set up of tents, additional portapans, dunk tanks, inflatable bouncers, petting zoos, dumpsters or industrial solid-fuelled BBQ's. It also covers any event that will serve food to the public, post banners or signs, have amplified or acoustic performances (DJs, bands, performers), sell merchandise, conduct face painting or require vehicle access. Events that would like to serve alcohol, set off fireworks, or large amounts of tents will need to apply for a **Festival Event** permit, as additional approvals from AGLC, Police, Fire or Development & Building Approvals are needed.

**How do I book a Special Event or Festival?**

Please refer to our [website](#) for information on our [Special Event & Greenspace](#) or [Festival Event](#) criteria & processes.