



JOINT USE APPLICATION FORM
2024-2025

Joint Use Program Details:

- Community use of schools is made possible through the Joint Use Agreement between Parkland School Division No. 70, Evergreen Catholic Separate Regional Division No. 2 and the Town of Stony Plain.
Minor Organizations (17 years of age and under) with a majority of its participants residing in the Town of Stony Plain will be given priority.
Facility requests are not guaranteed.
Bookings may be occasionally cancelled due to school use. Bookings are not permitted on non-school weekdays.
Facility bookings are not confirmed until a contract has been signed and returned to the Administrative Assistant in the Programs and Services unit.

PLEASE NOTE: This is an application only. Final approval depends on a review of all applications

ORGANIZATION CONTACT

Organization Name:
Mailing Address: City: Province: Postal Code:
Main Contact: Main Contact Title:
Email: Phone:
Alternate Contact: Alternate Contact Title:
Email: Phone:

FACILITY REQUEST

The following school gyms in the Town of Stony Plain are available for Joint Use:

Parkland School Division Schools:

- École Meridian Heights (4119 - 43 Street)
High Park (#40 Highridge Way)
Westview (5313 - 57 Avenue)
Forest Green (5210 - 45 Street)
Memorial Composite High School (50 Westerra Centre)

Evergreen Catholic-Separate Regional Division School

- St. John Paul II (5801 - 48 Street)

Please indicate your gym preference below:

- Gym 1:
Gym 2:

Requested Day(s): Mon Tues Wed Thurs Fri

Start Date: End Date:

Requested Times: (Includes Set-up/Clean-up)

Start Time: End Time:

Additional Requirements/Notes (i.e. Nets):

PROGRAM

To determine eligibility for school use the Town requires a full description of what activities will be taking place during your program(s). i.e. U14 female volleyball practice/game.

Please indicate your program classification:

Adult (at least 75% of participants are 18 and over)

Youth (at least 75% of participants are under 18)

Mixed Ages

Number of participants in your organization? _____

Does your group generally have a minimum of 75% Tri-Municipal Region residents? YES NO

Are you registered under the Societies Act of Alberta as a not-for-profit organization? YES NO

Non-Profit Incorporation # _____

Eligibility Criteria for Joint Use Facilities:

- Organizations must be registered under the Societies Act of Alberta as a not-for-profit organization.
- Priority is given to Local Minor Organizations (under 18 years of age with a majority of its participants residing in Stony Plain, Spruce Grove or Parkland County).

WAIVER

This information is being collected under the authority of section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act. It will be used to administer facility bookings under the Community Schools Joint Use Agreement. Your personal information will be protected in accordance with Part 2 of the Act. If you have any questions regarding the collection, use and disclosure of personal information, please contact the FOIP Coordinator at 780-963-2151.

I acknowledge that:

- My organization is not-for-profit.
- Facility requests are not guaranteed.
- Joint Use bookings may be cancelled due to priority school usage. Bookings are not permitted on non-school days.
- Prior to school use, I must provide a current copy of the organizational insurance with five (5) million liability insurance that names all of the following Joint Use Partners listed below as **Additional Insured**:
 - Town of Stony Plain (4905 – 51 Avenue, Stony Plain, AB T7Z 1Y1)
 - The Board of Trustees of Parkland School Division (4603 – 48 Street, Stony Plain, AB T7Z 2A8)
 - Evergreen Catholic Separate Regional Division No. 2 (Suite 110 – 381 Grove Drive, Spruce Grove, AB T7X 2Y9)

BY SUBMITTING THIS APPLICATION, I hereby state the facilities have been requested exclusively for the group I represent. I acknowledge the above conditions and have provided current and accurate information.

Signature (Organization Representative)

Date

Email or deliver completed forms to:
TOWN OF STONY PLAIN, PROGRAMS & SERVICES
4905 – 51 Avenue, Stony Plain, AB T7Z 1Y1 | Phone: 780-963-8604 | Email: recreation@stonyplain.com