

Date of submission	_____	Contact name	_____
Name of event	_____	Phone or Email	_____
Date of event	_____		_____

SCES asset(s) requested (eg. fire truck, Sparky, etc.):**About the Event**

1. Does this event support a charity? ☐ Yes ☐ No ☐ N/A

If so, which one? _____

2. Where will the event be held? Please include address.

3. What is the purpose of the event? Please provide details.

4. Are the public invited to attend? ☐ Yes ☐ No ☐ N/A

What is the admission fee? _____

5. What are the hours of the event? _____

6. Will alcohol be served at the event? ☐ Yes ☐ No ☐ N/A

7. Is this an annual event? ☐ Yes ☐ No ☐ N/A

If yes, how many years has it been taking place? _____

8. Has SCES attended this event previously? ☐ Yes ☐ No ☐ N/A

9. Are there any special guests or groups invited? ☐ Yes ☐ No ☐ N/A

Who? _____

10. Have the media been invited? ☐ Yes ☐ No ☐ N/A

SCES asset appearance requests need to be received a minimum of one month prior to the event. Please send all requests to Safety.Educators@strathcona.ca. You will be contacted either by phone or email with the decision.

Collection and use of personal information

Personal information is collected under the authority of s. 33(c) of the *Freedom of Information and Protection of Privacy Act*, and will be used in the management and administration of Strathcona County's public relations and outreach programs. If you have any questions about the collection or use of this information, please contact Communications and Marketing Specialist, Emergency Services, Strathcona County at 780-467-5216.