



Canada's Tournament Capital

Event Proposal Form

Contact Information

Your name

Name of Organization

Nonprofit or Business?

Address, City, Province

Postal Code

Cell phone number

E-mail Address

Event Website

General Information

Event Name

Event date(s)

Event Location

Event Information

Event Budget

Type of Event

Number of participants

Number of expected spectators

Do you hold insurance?

Any event partners?

**Summarize your event
hosting experience:**

Event Schedule

Set up date

Set up start time

Event start time + end time

Clean up end time

**Tell us about your event:
(Details should include
goals and objectives,
purpose, and concept)**

**Any comments or
questions:**

**Please submit a site map (hand drawn is acceptable) detailing the layout of your event.
We are able to provide digital maps of our venues upon request.
Once complete, please send both documents to: events@kamloops.ca**

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