



**GULF ISLANDS NATIONAL PARK RESERVE**  
**SPECIAL ACTIVITY PERMIT APPLICATION – INDIVIDUAL**

Please find attached an application package to be completed in order for you to hold your event in Gulf Islands National Park Reserve. Please note that if you are **only** participating in routine park activities (hiking, camping, kayaking, etc.) and are adhering to the park's group size policy, a permit is not required.

This package includes:

- An application form (Form A)
- The terms and conditions (Form B)

Please note that there is \$100.00 permit fee due at the time of your application. Cheques should be made payable to the Receiver General for Canada. Should your application not be approved, your cheque will be returned to you. Please allow a minimum of 4 weeks for processing your application.

Should you have any questions regarding the application process, please feel free to contact the office at (250) 654-4000 or by email at [gulf.islands@pc.gc.ca](mailto:gulf.islands@pc.gc.ca).





**FORM A**  
**ACTIVITY PERMIT APPLICATION**  
**GULF ISLANDS NATIONAL PARK RESERVE**

Date of application: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ FAX: \_\_\_\_\_ Cell: \_\_\_\_\_

Email: \_\_\_\_\_

On-site contact: \_\_\_\_\_

- Type of Activity:**
- Wedding
  - Special Event (e.g. fund-raiser, dog show, etc.): \_\_\_\_\_
  - Organized Group (e.g. family reunion)
  - Sporting Event (e.g. race): \_\_\_\_\_

**Date of event:**  
(Please specify if this is a multi-day event) \_\_\_\_\_

Start time \_\_\_\_\_ End time \_\_\_\_\_

**Location of event:** (Identify park area and specific location within the park reserve. Provide as much information as possible; include a site map)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Estimated Number of people participating:** \_\_\_\_\_

**PLEASE NOTE GROUP SIZES AND DAY USE LOCATIONS:** maximum overnight group size of 12, maximum day-use group size of 15 at all locations except Sidney Spit, Winter Cove, Georgina Point, East Point and Roesland. **Larger groups may be permitted at these locations with prior approval (Maximum 50-60 depending on the location).** Greenburn Lake, Winter Cove, Narvaez Bay, Taylor Point, Mt. Warburton Pike, Russell Island, Roesland/Roe Lake, Bennett Bay, Tumbo Island, Dock Islet and Lot 65 (Little Samuel) are day-use areas only. Camping is permitted at designated sites only in all other areas of the park reserve.

**Description of activities:**

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**Is this a catered event?**

Yes  No

(If yes, caterer will require a Parks Canada business licence – contact park office for more information).

**Caterer information (if applicable):**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ FAX: \_\_\_\_\_ Cell: \_\_\_\_\_

**Description of equipment being used:**

Cooking Equipment \_\_\_\_\_

Tents \_\_\_\_\_

Banners \_\_\_\_\_

Booths \_\_\_\_\_

Chairs \_\_\_\_\_

Garbage collection \_\_\_\_\_

Porta-potties \_\_\_\_\_

Other \_\_\_\_\_

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**FORM B**  
**GENERAL TERMS & CONDITIONS**  
**ACTIVITY PERMIT**  
**GULF ISLANDS NATIONAL PARK RESERVE**

1. You will be the primary contact on site for Parks Canada staff;
2. Ensure your guests remain on designated trails, day use areas and camping areas;
3. Parking is permitted in designated parking lots only, and parking spaces are limited to 2 spaces only for events with larger groups to allow use of site by other visitors;
4. Additional roadside parking requirements should be controlled by a parking attendant, ensuring adequate access for emergency vehicles;
5. The RCMP should be informed ahead of time of any potential roadside parking;
6. Ensure all vehicles remain on designated roadways, (driving on park property for loading and unloading equipment is not permitted);
7. First aid attendant is recommended;
8. Quiet hours in the park are between 10 p.m. and 8 a.m.;
9. Fires are not permitted in the Gulf Islands National Park Reserve except in designated fire rings at McDonald and Prior Centennial campgrounds (the use of CSA approved propane fire rings also allowable at these locations) except during fire bans imposed during periods of Extreme fire danger. When such bans are in effect, they will be posted on the park reserve's website;
10. You are responsible for site clean-up and the removal of all garbage that may result from the event;
11. The consumption of liquor is not permitted;
12. All areas of the site at which your event is being held are to remain accessible to other park reserve users at all times;
13. Group size will be a maximum of 12 people for overnight, including guides except at Sidney Spit. Maximum day use group size will be 15 at all locations except at Sidney Spit, Winter Cove, Roesland, Georgina Point and East Point. Larger groups may be permitted at these locations with prior approval (maximum 50 – 60 people depending on the location). Greenburn Lake, Winter Cove, Narvaez Bay, Taylor Point, Mt. Warburton Pike, Russell Island, Roesland/Roe Lake, Bennet Bay/Georgeson Is., Tumbo Island, Dock Islet, and lot 65 (Little Samuel) are day use only. Camping is permitted at designated sites only in all other areas of the Park;

14. Groups are required to practice low impact camping and other activities in designated areas only. Stay on designated trails. Garbage must be packed out (not buried);
15. Notes on wedding ceremonies and other group events:
  - Maximum of 2 parking spaces to be used for large groups; a shuttle service should be arranged to allow for other visitors to use parking services.
  - Maximum of 12 chairs and 1 small table can be set up for guests at ceremonies. Any set-up needs to be temporary and easy to take down.
  - Ceremonies can take place in a designated time period to a maximum of one hour.
  - Other considerations for group permit applications include the availability of washroom facilities and group gathering areas.
  - Book your event well ahead; the approval process can take time for larger group events.

**Additional special instructions for the following high use locations:**

Roesland (North Pender Island):

- Ceremonies are to be held in the open field area near the main retaining wall and lower cabins;
- Roe Islet is limited to groups of eight people or less at one time in order to ensure protection of natural and cultural resources.

Winter Cove (Saturna Island):

- Ceremonies are to be held in the mowed day-use area located near the parking lot.

East Point (Saturna Island):

- Ceremonies can take place on the mowed area (emergency helipad landing); however, the permittee is responsible for ensuring the area is cleared should an emergency helicopter landing be required at any time before or during the ceremony.

Georgina Point (Mayne Island):

- Ceremonies can take place in the open field area of the site away from the rocky shoreline as well as by the light tower or at any of the mowed areas.

I have read and agree to the terms and conditions of the agreement.

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Name (please print)	Signature	Date
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Superintendent	Date
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