



# Request for Use of City of London Day – Budweiser Gardens

Please refer to the “City of London Days at Budweiser Gardens” Council Policy, below, for related guidelines. Requests may be mailed to: City Clerk, P.O. Box 5035, LONDON, ON, N6A 4L9 or e-mailed to [csaunders@london.ca](mailto:csaunders@london.ca). Phone enquiries should be directed to the City Clerk’s Office at (519)661-2500 Ext. 4937.

Request Details	
Name of Organization	United Way London & Middlesex
Description of Event	The United Way Campaign Launch & 3M Harvest Lunch is an annual community event held at the Budweiser Gardens. The Budweiser Gardens becomes a very social atmosphere filled with a wide cross section of 3000 members of our community in attendance, from clients of United Way funded agencies to business and community leaders. The event draws significant media interest from all major media outlets who attend to report the announcement of our annual Campaign goal to the public
Date of Event	Wednesday September 17, 2014
Contact Information	<p>Name of Individual Kelly Ziegner or Carolyn Botten</p> <p>Address United Way London &amp; Middlesex</p> <p>409 King Street, London</p> <p>Phone Number(s) 519-438-1721</p> <p>E-Mail <a href="mailto:kziegner@unitedwaylm.ca">kziegner@unitedwaylm.ca</a> OR <a href="mailto:cbotten@unitedwaylm.ca">cbotten@unitedwaylm.ca</a></p>

## POLICY FOR CITY EVENTS AT THE BUDWEISER GARDENS

### OBJECTIVE

The City of London agreement for partnership and lease of the Budweiser Gardens provides for up to five community-sponsored events on a “rent-free basis” provided the City or event sponsor pay for all direct and out-of-pocket expense incurred by the London Civic Centre Corporation.

### TYPES OF EVENTS ELIGIBLE

The following types of events will be eligible:

1. City of London-sponsored events such as opening ceremonies for sporting events and major community celebrations, which have not previously used the facility in accordance with normal rental or use arrangements.
2. Not-for-profit sporting events which are of a provincial or national significance, including championships for high schools, colleges or universities located within the City of London, which have not previously used the facility in accordance with normal rental or use arrangements.
3. Major not-for-profit civic events which are celebrations or charity events of a local, community-wide nature and have a direct benefit to the London community, which have not previously used the facility in accordance with normal rental or use arrangements.

### MAXIMUM EVENT DAYS

1. The City is limited to five event days each year.
2. No group can have more than one event day per year.
3. No group can have more than two event days over a five-year consecutive period, unless an exemption is approved by the Municipal Council due to unique circumstances.

### EVENT DATES

The City of London shall provide sixty (60) days prior notice to Budweiser Gardens for use of the facility for a community-sponsored event, and the date of the event may not conflict or compete with events previously arranged or booked by Budweiser Gardens.

### REQUIREMENTS OF USER GROUPS

1. The user group will be responsible for all direct and out-of-pocket expenses which are incurred.
2. The user group will be responsible for entering into an agreement with the Budweiser Gardens for use of the facility and all obligations arising from that agreement.
3. The user group will be responsible for all advertising, sponsorship and ticketing for the event subject to any conditions set out by the Budweiser Gardens.

### CITY CONTACT

The City Clerk will be the primary contact for user groups and will be delegated responsibility to co-ordinate this policy.

### APPROVAL

Council approval is required for all City events.