

# Reserve Function Booking Form

Special functions, wedding ceremonies in City parks  
and foreshores



<b>Office Use Only</b>	
Receipt #:	

## CONTACT DETAILS

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

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

Contact phone numbers: \_\_\_\_\_

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

Type of activity: \_\_\_\_\_

Date of requested: \_\_\_\_\_

Time of booking: Start: \_\_\_\_\_ Finish: \_\_\_\_\_

Number of attendees: \_\_\_\_\_

**Please note that it is illegal to consume alcohol in a public open space.  
All City of Rockingham Reserves are alcohol free areas.**

## RESERVE REQUIRED

☐ Bell Park, Rockingham Beach Road, Rockingham

☐ Centenary Park, Charthouse Road, Safety Bay

☐ Churchill Park, Rockingham Beach Road, Rockingham

☐ City Park, Chalgrove Avenue, Rockingham

☐ Don Cuthbertson Reserve, Elanora Drive, Cooloongup

☐ Emerald Park, Rockingham Beach Road, Rockingham

☐ Fantasy Park, Rand Avenue, Waikiki

☐ Harmony Park, Navigator Drive, Singleton

☐ Harrington Waters Reserve, Harrington Waters Drive, Waikiki

☐ Lagoon Reserve, Albenga Place, Secret Harbour

☐ Lions Park, Arcadia Drive, Shoalwater

☐ Point Peron Reserve, Point Peron Road, Peron

☐ Ridge Boulevard Reserve, Ridge Boulevard, Baldivis

☐ Rivergums Reserve, Callistemon Gardens, Baldivis

☐ Rotary Park, Esplanade, Palm Beach

☐ The Harbour Playground, Palisades Boulevard, Secret Harbour

☐ Townsend Road Reserve, Townsend Road, Rockingham

☐ Tuart Park Reserve, Bluestone Parkway, Secret Harbour

☐ Veterans Memorial Park, Endeavour Drive, Port Kennedy

☐ Village Green, Flinders Lane, Rockingham

☐ Waterfront Parkway Reserve, Waterfront Parkway, Rockingham

☐ Other reserve / foreshore: \_\_\_\_\_

Specific location: \_\_\_\_\_



Email form to: [customer@rockingham.wa.gov.au](mailto:customer@rockingham.wa.gov.au)

D21/28803

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## BOOKING INFORMATION

Are you providing food for this booking: ☐ Yes ☐ No

Please provide a brief description of the type of food (e.g., sausage sizzle, buffet, finger food):

Will there be any temporary structures or seating erected, i.e., marquees, staging, lighting etc? If yes, provide details: ☐ Yes ☐ No

Will there be any noise creating devices, i.e., speakers, live bands, loud machinery etc? If yes, provide details: ☐ Yes ☐ No

Will your event require any holes or tent pegs driven into the ground? If yes, provide details and a site plan: ☐ Yes ☐ No

Will there be a bouncy castle / amusement at this booking? If yes, please provide a Non-Food Stalls and Amusement Permit application completed by the amusement company\*

*\*Approval will be required from the City's Health Services Department* ☐ Yes ☐ No

Will you require any heavy vehicle or truck access to the park\*? ☐ Yes ☐ No

*\*Approval will be required from the City's Parks Department*

Provide details of any other equipment you may be bringing onto the park / reserve:

**The City of Rockingham's Environmental Health Services may contact you if you answered yes to any of the above questions to provide you with additional information.**

Signature

Date

- **Prior to confirmation of booking, an administration fee of \$52 is required to be paid**
- **Written confirmation will be provided once your booking has been confirmed**
- **Please note this application does not secure a booking**



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