

Events

UBC Parking Services works closely with several campus affiliates and non-affiliates to coordinate traffic and parking logistics for events that occur on campus. Our Traffic Control and Parking staff ensure that adequate parking is available for guests and that impacts to the campus community are minimized.

Hosting an event at a parking lot

Should you be planning to host an event on the actual parking lot or require the space for an activity other than parking vehicles, please complete an Outdoor Booking Request Form available at

<http://planning.ubc.ca/vancouver/news-events/outdoor-event-booking/outdoor-booking-request-form>

Event Parking Request Form

Submit this form to UBC Parking when:

- A specific area needs to be reserved to accommodate parking for an event.
- Ten or more vehicles are expected on campus.
- Oversized vehicles such as trailer, bus or high cube delivery truck need to be parked in areas of campus not designed to accommodate them.
- Your event may require additional access for guests with disabilities.

Fields:

Contact Name

Contact e-mail

Contact Phone

Name of event

Brief description of event

Event date from to

Event time from to

Group / Department / Company

Location of the event

Preferred parking location

Number of attendees

Estimated number of cars

Earliest arrival time

Do you require Parking Staff to work at the event? Yes or No. How many?

Do you require Traffic Control Persons? How many?

Do you require any reserved stalls?

Bus, oversized vehicles or disabled stalls

Additional Notes

Do you have any service vehicle needs?