City of Fort St. John
10631 100 Street | Fort St. John, BC | V1J 3Z5
(250) 787 8150 City Hall
(250) 787 8181 Facsimile

2024 Spring Community One Stop Registration

Saturday March 9, 2024| 10 am – 2 pm | Totem Mall

Residents of Fort St. John and surrounding areas have come to rely on the Community One Stop Registration event as their primary program registration method. Don't miss out on this exciting opportunity to showcase your organization. Register for a table today!

The registration fee is $20 per table (includes tax). It includes one table per organization and two chairs.

You may reserve up to two additional chairs.

If your organization requires power, there is a $5 charge. Please remember that organizations are required to bring their own extension cords.

Every effort will be made to accommodate your needs; however, table location is based on power requirements and on a first-come first-serve basis. If you have special requirements, note them below and submit this form with the fee.

Wireless internet will be provided to those organizations who request it, and is sponsored by T&T Communications.

Application deadline: Friday March 1, 2024 at 4:30pm.

Table set up at Totem Mall is from 9 - 9:45am. Take down is from 2 - 2:30 pm.

Organization Name:	Applicant Name:
Organization Phone:	Applicant Phone:
Organization Email:	Applicant Email (if different from organization email):
Non-profit Society Number (if applicable):	
□ Wi-Fi Required □Power Required **($5 per organization)** □Other requirements	

Payment fee with registration is Return this form with payment to:

Visitor Centre: 9324-96 Street

Monday - Friday 9 am - 8pm
Saturday & Sunday 11 am - 7pm

For more information please contact: 250-785-4592 extension 2 | recreation@fortstjohn.ca

OFFICE USE ONLY	Received date:
Received by:	Receipt total:
	Receipt number: