

**City of Spokane**

-Contact Carissa Ware at [cware@spokanecity.org](mailto:cware@spokanecity.org) and Kacie Hurtado at [khurtado@spokanecity.org](mailto:khurtado@spokanecity.org)

-You can send a request for a specific field/park, or ask what is available

-At the time of submitting your request, you will need to send your COI (certificate of insurance)

-Once the COI has been approved, a permit will be issued and sent to you (this will also include the balance due for field use)