



**APPLICATION FOR MOBILE VENDING/SPECIAL EVENTS/PARADE OR ROAD CLOSURE**

SPECIAL EVENT: COMMERCIAL  NON-PROFIT  OTHER (PRIVATE PARTY)  PARADE/ROAD CLOSURE

MOBILE VENDING: GENERAL  SEASONAL

APPLICANT'S NAME: \_\_\_\_\_ MOBILE PHONE # \_\_\_\_\_

EMAIL: \_\_\_\_\_

ORGANIZATION'S/COMPANY'S NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

REGISTRATION # (if non-profit): \_\_\_\_\_ BUSINESS LICENSE # (if applicable) \_\_\_\_\_

# OF EXPECTED ATTENDEES: \_\_\_\_\_

START/MARSHALL TIME (including set-up): \_\_\_\_\_ COMPLETION/DISPERSAL TIME (including clean-up): \_\_\_\_\_

START DATE: \_\_\_\_\_ COMPLETION DATE: \_\_\_\_\_

EVENT NAME: \_\_\_\_\_ EVENT TYPE/THEME: \_\_\_\_\_

FEES PAYABLE AT TIME OF BOOKING			Place paid stamp here
<b>SPECIAL EVENTS</b>	<b>PERMIT FEE (per day)</b>	<b>DEPOSIT</b>	
COMMERCIAL/PRIVATE/OTHER	\$100	\$250	
NON-PROFIT	\$5	\$250	
block 7/spirit square	\$200	\$500	
<b>MOBILE VENDING</b>	<b>PERMIT FEE (per month)</b>	<b>DEPOSIT</b>	
GENERAL	\$100	\$50	
SEASONAL	\$200	\$200	
KEY DEPOSIT	-	\$20	Hackett Park Only
ELECTRICITY FEE (per day)	\$50	-	Select Locations Only

**Total Amount Required** \_\_\_\_\_  
Please note that a permit will not be issued until all fees are paid and any conditions met.

**FOR COMMUNITY EVENTS:** Any request for additional equipment (tent/stage/barricades/garbage cans etc.) must be submitted in writing as part of this application. These requests are subject to both staff and equipment availability.



**SPECIAL EVENT INFORMATION \*please fill in vending section if vending is to occur as part of your event**

REQUESTED EVENT LOCATION: \_\_\_\_\_

**PARADE/ ROAD CLOSURE**

MARSHALL AREA: \_\_\_\_\_ DISPERSAL AREA: \_\_\_\_\_

EVENT MARSHALL(S): \_\_\_\_\_

PROPOSED ROUTE \_\_\_\_\_  
(Please attach a detailed map showing Marshall/Dispersal points on the street/road & Event Marshall Stations, barricade/cone/signage/first aid areas)

**MOBILE VENDING -SEASONAL/GENERAL**

REQUESTED LOCATION: \_\_\_\_\_ TYPE OF VENDING/PRODUCT: \_\_\_\_\_

VEHICLE INFORMATION

MODEL: \_\_\_\_\_

MAKE: \_\_\_\_\_

SIZE: \_\_\_\_\_

VEHICLE REGISTRATION #: \_\_\_\_\_

LICENSE PLATE #: \_\_\_\_\_

Vendors are responsible for removing any garbage associated with their operation

**INSURANCE REQUIREMENTS**

The applicant must obtain insurance and show proof of general liability insurance coverage, including without limitation, coverage for the indemnity and release provisions herein, which meet the following minimum requirements:

1. District of Sechelt, including its officers, officials, employees and volunteers, are to be named as additional insureds with a cross liability clause.
2. Comprehensive general liability coverage insuring against liability arising from the insured's activities on municipal property.
3. Coverage effective for at least the duration of the activity.
4. Minimum Liability Coverage of not less than \$2,000,000 third party liability insurance, including coverage of at least \$2,000,000 per occurrence and \$2,000,000 for participant liability coverage, to cover bodily injury and/or death to any one or more persons including voluntary medical payments and property damage.
5. District of Sechelt to receive 60 days prior written notice of cancellation of insurance coverage.
6. The Applicant shall provide the Municipality with evidence of such insurance coverage in the form of an executed copy of a Certificate of Insurance in a form satisfactory to the Municipality, prior to granting the rental agreement.
7. The insurance coverage shall be primary insurance as respects the District of Sechelt, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the District of Sechelt, its officers, officials, employees or volunteers shall be in excess of this insurance and shall not contribute to it.
8. It shall be the sole responsibility of the Applicant to determine what additional insurance coverage, if any, including but not limited to Worker's Compensation and Participants Insurance, are necessary and advisable for its own protection and/or to fulfill its obligations under this permit. Any such insurance shall be maintained and provided at the sole expense of the Applicant.

The District does not warrant that this insurance is adequate for the Applicant's needs. The Applicant acknowledges sole responsibility for obtaining whatever coverage in excess of that required by the District that the Applicant deems necessary.

***The District of Sechelt reserves the right to cancel an event or activity for any reason and shall not be responsible for any associated costs or damages.***

***The Applicant agrees to strictly observe and abide by all Federal and Provincial laws and all regulations and bylaws of the District of Sechelt.***

DATE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_ TITLE/POSITION: \_\_\_\_\_