



SPECIAL EVENT PERMIT APPLICATION

The City of Abbotsford Special Event Bylaw No. 59-95 prohibits the holding of a special event without a permit. This form must be completed and submitted to the Corporate Officer, Administration, a minimum of 45 days before the event, in order to obtain a permit.

Name and type of event: _____

Location of event (civic address): _____

Estimated attendance: _____

Admission charge: Yes Amount _____ No

Date(s) of events: _____ Start time: _____

End time: _____

_____ Start time: _____

End time: _____

Legal name and address of applicant: _____

Describe, in detail, arrangements for the following: The applicant is responsible for all costs (Attach additional sheets if necessary):

a) Drinkable water supply: _____

b) Toilette facilities: _____

c) Waste collection and removal facilities: _____

d) Food and drink storage, dispensing, preparation and use: _____

e) Off-street parking of motor vehicle: _____

f) Policing and security on and around the site: _____

g) Traffic control on and around the site, including barricades: _____

h) Access routes for emergency vehicles: _____

i) Provisions of a police and security command post: _____

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j) Products to be sold for profit or gain, other than food and drink: _____

A site/building plan (8.5" x 11") showing access/egress, hazardous activities, and size and number of portable fire protection equipment is attached Yes No

(If no, explain)

Parades:

Number and type of vehicles participating: _____

Route (attach map) _____

Start time: _____ End time: _____

Music: Yes No

Entertainment Yes No

(If yes, explain)

Public Liability Insurance Document Attached Yes No

Note: Insurance must be in a form and with an insurer acceptable to the City, and provide coverage on an "occurrence basis", in an amount agreed to by the City

The following registered owner(s), of the land described above, consent to the holding of the above special event:

Registered Owner(s):

Witness:

Name and Signature

Name and Signature

By signing below, the applicant agrees to comply with the provisions of City of Abbotsford Special Event bylaw No. 59-95, as amended, including paying all policing, clean-up and other costs, as applicable.

Applicant(s):

Witness

Name and Signature

Name and Signature

Telephone/Cell/Facsimile

Telephone/Cell/Facsimile

Email _____

Email _____