TORONTO

Street Event Application

This is NOT a Permit

APPLICANT INFORMATION *(please print)*			
Primary Contact Name (First, Last)			Primary Contact Phone No.
Name of Organization			
Mailing Address			
Apt/Unit No.	City	Province	Postal Code
Alternate Phone No.		Email Address	

EVENT INFORMATION		
Name of Event		**Total expected attendance**
Type of Event	☐ Block Party ☐ Race/Athletic Event ☐ Festival ☐ Other _____	
Brief Description of Event		**Previous Permit Number**

Is admission restricted? *(gated or registration required to participate)* ☐ Yes ☐ No

Barricade and Traffic Control Contractor Name: Phone No.:

Proposed Location(s): List all streets involved in the closure on ***page 2*** of the application form. Attach additional sheets if necessary.

Please complete the questions below:

Will food and beverages be served?	Will alcohol be served?	Will amplification systems or loudspeakers be used?
☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No

If you responded YES please note additional requirements and standard conditions attached

The following items must be submitted with your application:

1. A list of the scheduled events and a site plan showing the location, emergency lane (with dimension), setback and dimensions of any equipment or furniture placed within the public right of way
2. A copy of the Notice circulated to the area residents and occupants to inform them of the event
3. An Emergency Action Plan. Form available here.
4. A Traffic Management Plan. Applicant must arrange with a commercial supplier to provide traffic barricades and signs for the event. The barricades and signs must be placed in accordance with the specifications outlined in "Temporary Conditions" of the Ontario Traffic Manual Book No. 7
5. A Waste Management Plan approved by Solid Waste Management. Form and information available here.
6. A completed Release, Waiver and Indemnity form as participation will be required by an entrant or competitor in an event held within the road closure.
7. A non-refundable application fee

Upon approval of your application, it will be necessary to:

8. Pay a permit fee and any additional costs required for closing of the street to hold the street event, which may include regulatory traffic changes, expressway closures and by-law enforcement staff. Payments can be made by Visa, American Express, MasterCard, Interac, or cheque. All cheques must be made payable to the Treasurer, City of Toronto.
9. Provide evidence of $2 million liability insurance with the City identified as an additional insured, or as required by the City

*Fees are subject to an annual inflationary increase based on the City's User Fee Policy and change without prior notice, and subject to HST, where applicable, City of Toronto GST/HST BN No. 86740 2299 RT0001.

ALL required documentation to be submitted at time of application. For further information, please refer to our website. Click here.

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Applicant's Signature	Date (yyyy-mm-dd)

The personal information on this form is collected under the authority of the City of Toronto Act, 2006, s.136(c) and Municipal Code Chapter 169. The information is used to evaluate your application work within the public right-of-way and for contact purposes. Questions about this collection can be directed to the Right-of-Way Supervisor in the appropriate District.

PROPOSED LOCATIONS AND DATES *(please print)*					
Closure Date:	From:	To:	**Closure Time:**	From:	To:
Event Date:	Day 1:		**Event Time:**	From:	To:
	Day 2:			From:	To:
	Day 3:			From:	To:
	Day 4:			From:	To:

LIST OF EVENT LOCATION(S)			**CLOSURE** (Please select type of closure and check side of the street)		
Street Name	**From (Street)**	**To (Street)**	**Full**	**Partial**	**Curblane**
			☐	☐ W ☐ E ☐ N ☐ S	☐ W ☐ E ☐ N ☐ S
			☐	☐ W ☐ E ☐ N ☐ S	☐ W ☐ E ☐ N ☐ S
			☐	☐ W ☐ E ☐ N ☐ S	☐ W ☐ E ☐ N ☐ S
			☐	☐ W ☐ E ☐ N ☐ S	☐ W ☐ E ☐ N ☐ S
			☐	☐ W ☐ E ☐ N ☐ S	☐ W ☐ E ☐ N ☐ S
			☐	☐ W ☐ E ☐ N ☐ S	☐ W ☐ E ☐ N ☐ S
			☐	☐ W ☐ E ☐ N ☐ S	☐ W ☐ E ☐ N ☐ S
			☐	☐ W ☐ E ☐ N ☐ S	☐ W ☐ E ☐ N ☐ S
			☐	☐ W ☐ E ☐ N ☐ S	☐ W ☐ E ☐ N ☐ S
			☐	☐ W ☐ E ☐ N ☐ S	☐ W ☐ E ☐ N ☐ S

			☐	☐ W ☐ E ☐ N ☐ S	☐ W ☐ E ☐ N ☐ S
			☐	☐ W ☐ E ☐ N ☐ S	☐ W ☐ E ☐ N ☐ S

Additional Requirements and Standard Conditions

10. A list of the scheduled events and a site plan showing the location, emergency lane (with dimension), setback and dimensions of any equipment or furniture placed within the public right of way
11. If alcoholic beverages are sold or consumed within the portion(s) of the public right-of-way, the applicant will be required to:
    a. submit a written confirmation of approval by City Council and the Licensing and Registration Department of the Alcohol and Gaming Commission of Ontario (AGCO); and
    b. serve alcoholic beverages in a contained area (ie. barricades / tents) subject to AGCO requirements, www.agco.on.ca.
12. The applicant is required to review the Public Health Guidelines for the service/selling and/or preparation of food. This information can also be found online here.
13. Applicant is required to obtain a building permit for any tent(s), bleacher(s), stage(s) or any other structure(s) exceeding 646 square feet (60 sq m). Please contact Toronto Building at (416) 392-7539.
14. Applicant may be required to provide a Noise Exemption Form and to comply with the provisions and conditions of the Municipal Code Chapter 743, Streets and Sidewalks and Chapter 591, Noise, as they relate to the portion(s) of the public right-of-way for which this application is made.

The completed application with all required documents must be submitted prior to the event date at least:
8 weeks for *Local Road*
12 weeks for *Collector Road*
16 weeks for *Arterial Road*
52 weeks for *Expressway*
Click here to access the road classification mapping

This form is to be submitted to the Right of Way Management district office according to event location based on Ward boundaries. To locate the Ward: Click here.

Toronto & East York:	**Etobicoke York:**	**North York:**	**Scarborough:**
Metro Hall 55 John Street, 17th Fl. Toronto, ON M5V 3C6 (T) 416-392-7877 (F) 416-392-7465	Etobicoke Civic Centre 399 The West Mall, 3rd Fl. Toronto, ON M9C 2Y2 (T) 416-394-8942 (F) 416-394-8942	North York Civic Centre 5100 Yonge Street, 4th Fl. Toronto, ON M2N 5V7 (T) 416-395-6303 (F) 416-395-7482	Scarborough Civic Centre 150 Borough Drive, 2nd Fl. Toronto, ON M1P 4N7 (T) 416-396-7505 (F) 416-396-5641

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To be completed only for Bicycle and Foot Race Participants

RELEASE, WAIVER AND INDEMNITY

IN CONSIDERATION of the acceptance of my application and the permission to participate as an entrant or competitor in the

……

Name and date of event to be completed on pre-printed forms

I, for myself, my heirs, executors, administrators, successors and assigns, **HEREBY RELEASE WAIVER AND FOREVER DISCHARGE** the City of Toronto, The Toronto Police Services Board, The Toronto Police Service, The Members of the Toronto Police Service Auxiliary Program, The Chief of Police, The Toronto Transit Commission, The _____ (*name of Sponsoring Agency)*, Board of Governors of Exhibition Place (where any portion of the event is to be held within the grounds of the CNE) and the Board of Management and the Toronto Zoo (where any portion of the event is to be held on Zoo grounds), and all other association, sanctioning bodies and sponsoring companies, and all their respective agents, officials, servants, claims, demands, damages, costs, expenses, actions and causes of action, whether in law or equity, in respect of death, injury, loss or damage to my person or property **HOWSOEVER CAUSED** rising or to arise by reason of my participation in the said event, whether as a spectator, participant, competitor or otherwise, whether prior to, during or subsequent to the event, **AND NOTWITHSTANDING** that same may have been contributed to, or occasioned by, the negligence of any of the aforesaid.

I, FURTHER, HEREBY UNDERTAKE OR HOLD AND SAVE HARMLESS AND AGREE TO INDEMNIFY all of the aforesaid from and against any and all liability incurred by any or all of them as a result of, or in anyway connected with, my participation in the said event.

BY SUBMITTING THIS ENTRY, I ACKNOWLEDGE HAVING READ, UNDERSTOOD AND AGREED TO THE ABOVE WAIVER, RELEASE AND INDEMNITY. I WARRANT that I am physically fit to participate in this event.

Date (yyyy-mm-dd)	Name (First, Last) *(please print)*	Signature *(if under 18 years of age, Parent or Guardian to sign below)*

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Date (yyyy-mm-dd)	Name (First, Last) *(please print)*	Signature of Parent / Guardian

SANCTIONED AND REQUIRED BY the City of Toronto, The Toronto Transit Commission, The Toronto Police Services Board, The Toronto Police Service, The Board of Governors of Exhibition Place, and the Canadian National Exhibition.