

**Community Event Application Form 2016**

**Event Basics**

Event: \_\_\_\_\_ Run by: \_\_\_\_\_

Event Date(s): \_\_\_\_\_ Rain Date(s): \_\_\_\_\_

Event Start Time: \_\_\_\_\_ Event End Time: \_\_\_\_\_

Event Locations: \_\_\_\_\_ Estimated Attendance: \_\_\_\_\_

Organization Name: \_\_\_\_\_

Organization registered as Not for Profit, # \_\_\_\_\_

Organization Address: \_\_\_\_\_

City/Town: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Website: \_\_\_\_\_

Organization Contact Person: \_\_\_\_\_

(For internal office use only)

Organization Contact Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Organization Day of Event Contact Person: \_\_\_\_\_

Organization Day of Event Contact Cell: \_\_\_\_\_

**Event at a Glance**

The event is a (please check all that apply):

PARADE/RUN/WALK/BIKE OR AUTO

SPORTING EVENT

PROCESSION \* please specify

BEACH EVENT

FESTIVAL

WEDDING/RECEPTION/DANCE

CONCERT

SHOW/EXHIBITION

BLOCK/STREET PARTY

OTHER \_\_\_\_\_

Private (invitation only)

Ticketed

Open to the General Public

19+

Special arrangements/invitations for dignitaries?

How many times has this event been hosted in Wasaga Beach? # \_\_\_\_\_

Event been hosted elsewhere, please when/where: \_\_\_\_\_

Please indicate the various event activities: Note, License & other permits may be required:

ALCOHOL\* Please see AGCO  
 guidelines

BEACH ACTIVITY

BLEACHERS

VENDORS (NON FOOD/BEVERAGE)\*

BANNERS/SIGNS

Please specify \_\_\_\_\_

FOOD VENDING/SAMPLING\* Please see SMDHU guidelines  
 SHUTTLES/SATELLITE PARKING  
 LIVE MUSIC/BANDS \* Please specify \_\_\_\_\_  
 STAGING\* Permit may be required  
 TENTS

ROAD CLOSURE \* Please specify \_\_\_\_\_  
 PARKING LOT USE\* Please specify \_\_\_\_\_  
 MECHANICAL RIDES/DEVICES  
 FUNDRAISING  
 OTHER \_\_\_\_\_

**Town Equipment Requirements**

Item (quantity available)	Size	Quantity Required	Notes	Office use only*
Stage (1)	16 x 24		On flatbed trailer, not covered	
Festival Stage (1)	SL100 - up to 24 x 40		Variety of configurations, lighting and sound not included	
PA System (1)			Includes 1 microphone and 2 speakers *wired	
Fencing (40pcs)	4 ft. h x 8 ft. w		Steel event fencing	
Large Tent (1)	30 x 60		includes sides and set up	
Event Tent (8)	10 x 10		blue pop up tents – no sides	
Tables (15)	6 ft.		Rectangular	
Plastic Chairs (300)			White / Green	
Garbage Cans			Must provide own bags & removal	
Recycling bins			Must provide own bags & removal	
Traffic Barrels			Large, orange and black construction cones	
Barricades (6)			Sawhorse wooden barricades	
Pylons			Small orange pylons	
Street Cleaning			To arrange with P.W.	
Parking Lot Cleaning			To arrange with P.W.	
Access to Potable water			Metered access to Fire Hydrant	
4 yard garbage bin			To arrange with P.W. limited availability	
ONTARIO PARKS Beach Cleaning			To arrange with W.B.P.P.	

NOISE BYLAW EXEMPTION \*in accordance with Bylaw #81-7  
 SIGNAGE \*up to 7 days in advance, reasonable signage approval Bylaw Department required  
 LOTTERY LICENSE \* only by pre-licensed groups  
 FIREWORKS BYLAW EXEMPTION \*in accordance with Bylaw #2007-28

