Event Permit Application Form

Name of Event:_____ Date of Event:_____

Event start time: _____ Event end time: _____ Proposed Location of Event: _____

Organization or Group name: _____

Main Contact Person for group: _____ Address: _____

Phone: _____ Email: _____ Cell: _____

Type of Event (check all that apply)
Street Parade*   O
Sidewalk Parade / Walk-a-thon   O
Neighborhood congregation or gathering   O
Concert   O
Fundraiser   O
BBQ / Food related   O

Other, please specify : _____

Street parades are events that utilize a portion or all of a roadway that would impact traffic. and may require police escorts or road closures.

APPROVED BY:

_____ _____
Authorized signature from the Town of Kentville   Date approved

Distributed to:
Parks & Recreation O   Dept. of Engineering & Works / Traffic Authority O
Kentville Police Service O   Planning & Development O   Communications O

Will your event be open to the public?   YES, anyone can come [ ]   *NO, this event is invite only* [ ]

Expected number of people to attend: _____   Number of supervisors to be present: _____

Please provide any additional information that the Town of Kentville should have about your event. If your event is a street parade, sidewalk parade, or walk-a-thon, please attach a route map to this application form.

_____
_____
_____
_____

PERMITS ARE ISSUED UNDER THE FOLLOWING CONDITIONS:
- *Applicants agree to comply with all municipal, provincial and federal rules, laws, and regulations*
- *It is the responsibility of the event organizers to ensure that all reasonable precautions are taken to ensure the safety of participants in the event and any other member of the public who may be sharing the space during the event*
- *Children under the age of 8 participating in a street parade, sidewalk parade, or walk-a-thon event must be accompanied by an adult*
- *Applicants understand that smoking is not permitted on public property in the Town of Kentville and will ensure this rule is communicated to participants at any event using town property*
- *Event organizers and participants must obey all applicable provisions under the "Motor Vehicle Act" at all times. This permit does not convey any special privileges or rights to exempt any portion of the act*
- *Permit applicants agree that the information provided on this application form will be shared within the organization to all necessary departments including the Kentville Police Service*
- *Applicants agree to provide any additional information requested by the Town of Kentville as required*

_____ _____
Applicant Signature   *Date*