

Office Use Only

Permit# _____

Roll# _____

Receipt # _____

Incomplete Applications will not be accepted. If an incomplete application is submitted by mail the application will be sent back for further information.

I hereby make application for a Special Event in accordance with the plans and supporting information submitted herewith.

<p>NAME OF APPLICANT</p> <p>Applicant: _____</p> <p>Mailing Address: _____</p> <p>City: _____ Postal Code: _____</p> <p>Phone: _____ Email: _____</p>	<p>OPERATOR <small>(Business Name)</small></p> <p>Operator: _____</p> <p>Mailing Address: _____</p> <p>City: _____ Postal Code: _____</p> <p>Phone: _____ Email: _____</p>
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*Please note that by providing your email address as part of this application you are hereby consenting to receiving correspondence electronically in relation to this application.

DETAILS:

Type and Description: _____

Date(s) of Event: _____

Hours of Event: _____

Estimated Number of Participants (per day): _____

Spectators (per day): _____

LOCATION INFORMATION

Legal Description(s) and Municipal Addresses of all properties used for the special event as well as the names of the property owner(s). (Written letters of property owner(s) consent must be provided with this application as well as a plan outlining the location of all the special event activities).

Lot: _____ **Block:** _____ **Plan:** _____ **Subdivision/Hamlet:** _____

Rural Address: _____ **Division:** 01 02 03 04 05 06 07

Quarter: _____ **Section:** _____ **Township:** _____ **Range:** _____ **West of 5th Meridian**

SECURITY PROTECTION CONTACT:

Applicant: _____ or Designated Person: _____

Phone #: _____ Phone #: _____

Provisions for Security Protection:

In the event the County is required to enter into an agreement with the Royal Canadian Mounted Police to provide security for a special event, the Licensee shall pay the County Fifty (50%) percent of the estimated costs of providing security Thirty (30) days prior to the special event and the remaining Fifty (50%) Fourteen (14) days prior to the special event.

If Applicable - Estimated cost of RCMP Security: \$ _____

Provisions for Parking Areas, Access, Parking Control and Camping Facilities (if any) (attach detailed plan):

Provisions for Water and Sanitation Facilities:

Provisions for Food Services:

Provisions for Refuse Removal:

Provisions for First Aid Facilities:

Provisions for Fire Protection:

Provisions for Ambulance Services:

Provisions for Public Works:

Provisions Police/Special Constable Services (please see Provisions for Security Protection with respect to RCMP Services Agreement):

Public Liability:

The Applicant covenants and agrees to indemnify and save harmless Lac Ste. Anne County from and against any and all liability whatsoever resulting from injury or death or damage to any person, persons or property by reason of or as a result of the vendor operations. The Applicant shall provide proof of liability insurance to the Licensing Officer.

Approvals:

The Applicant hereby agrees to obtain approvals from all applicable authorities having jurisdiction (Fire, Health, Building Inspection etc.).

This personal information is being collected in accordance with section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act. It will be used to process your request for a hearing and to assist in the administration of a development appeal hearing before the Subdivision and Development Appeal Board. This information will form part of a file that is publicly available on request. If you have any questions about the collection, use or disclosure of this personal information, please contact Lac Ste. Anne County FOIP Coordinator at 1-866-880-5722, 56521 RGE RD 65, Lac Ste. Anne County, Box 219, Sangudo, AB T0E 2A0.

I (we) hereby submit our application for the Special Event described above and acknowledge and agree to ensure that the special event shall be in full compliance with all of the provisions of Lac Ste. Anne County Special Event Bylaw.

I (we) further understand and agree to enter into a contract with Lac Ste. Anne County for the provisions of Municipal Services if necessary.

Applicant(s) Signature

Applicant(s) Signature

Date of Application

Non-refundable Application Fee

Special Event

Major Special Event	\$500.00
Minor Special Event	\$200.00
Vendor Permit at a Special Event if purchased prior to an event	\$50.00
Vendor Permit at a Special Event if Purchased once Event Commenced	\$100.00

For Office Use Only - Credit Card Authorization

Payment Method: Visa MasterCard Debit Cash Cheque [Cheque Number] _____

Credit Card #:

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 Expiry Date: ____ / ____

Cardholder Name: _____ Cardholder Signature: _____

Please note that if you are remitting a payment with credit card number, the application cannot be submitted by email to ensure security of your credit card information. Alternatively, you could remit by email WITHOUT the credit card information and include contact information for payment, but be aware that permits will not be processed until payment is received.

The application can be dropped off at our office, mail/couriered or faxed to 780-785-2985.

This portion of this form is to be securely disposed of upon receipt of payment.

Attach Supporting Documents

Submit Form

LAC STE. ANNE COUNTY
LICENSE TO CONDUCT A SPECIAL EVENT

THE EVENT HEREIN DESCRIBED IS APPROVED BY LAC STE. ANNE COUNTY SUBJECT TO THE FOLLOWING CONDITIONS:

1. The Special Event shall be conducted in accordance with all provisions of Bylaw, with the following exceptions:

2.

3.

4.

Signature of Licensing Officer Lac Ste. Anne County

Date