



The Corporation of Loyalist Township

Municipally Significant Public Event Application

General Information

A completed application shall be received by the Clerk's Department – Debbie Chapman, 263 Main Street, Odessa ON, K0H 2H0, or dachapman@loyalist.ca .

Please be advised that the application shall be received a minimum sixty (60) days to ninety (90) days prior to the event:

- 60 days if it is expected that fewer than 5,000 people will attend
- 90 days prior to the event if it is expected that 5,000 people or more will attend

Incomplete applications will be returned to the organizer for further information.

Application Information

Name and Contact Information of Event Organizer, Association/Organization:

Description of Event, including location, target audience, entrance fees and activities:



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Date and time of Event and when alcohol will be served:

Purpose of the Event and 1) how it will promote Loyalist Township and 2) what positive economic development will the event bring:

Proof of insurance naming Loyalist Township as an additional insured in the amount of five million dollars (\$5M) has been [attached to the application](#) if the event is to be held on lands owned by Loyalist Township.

Yes

Trained security will be present to ID individuals and ensure Alcohol and Gaming Commission of Ontario (AGCO) requirements and regulations are followed.

Yes

Notice with respect to Collection of Personal Information

This information is collected under the legal authority of the *Municipal Act, 2001, S.O. 2001, c. 25, Section 23(1) as amended*. The information will be used in respect to hosting a municipally significant event in Loyalist Township and ensuring compliance with rules and regulations. Personal information will be disclosed to the Clerk's Department in accordance with the *Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M. 56 as amended*. For more information, please contact: Paul Snider, Clerk (613) 386-7351 ext. 121