

Parade/March/Run Permit Application

Section 1: Applicant Information

Name of event: _____

Applicant Name: _____

Applicants Position: _____

Email address: _____

Organization Name: _____

Mailing Address: _____

Contact Phone #: _____ Fax # _____

Section 2: Event Information

Date of Event: _____ Length of Route: _____

Beginning Time: _____ Ending Time: _____

Expected Number of Participants: Walkers _____, Runners _____, Floats _____

Number of Cyclists: _____ Number of Supervisors: _____

DESCRIPTION ROUTE:

Section 3: Event Planning During COVID-19

Under the current guidelines from the Province of Nova Scotia, all events must be organized/hosted by an official organization or business. It is the duty of the Event Organizer to ensure that all provincial public health guidelines are met leading up to and at the time of the event. All events and public gatherings must adhere to the provincial public health guidelines and current gathering limit restrictions.

If event attendance is expected to be over the current gathering limits, event organizers are required to get special approval by the Province of Nova Scotia. The Town will need to see proof of your approved event plan prior to the date of your event. Event plan can be submitted to 3nseconomy@novascotia.ca. Staff at Communities, Culture and Heritage will be notified and will log the event for future inspection by compliance officers.

Read the Province of Nova Scotia’s Event Resource Guide for information on what is required to be included in your event plan. For up-to-date information about COVID-19 and event requirements, please refer to the provincial government website: novascotia.ca/coronavirus.

Is your Event following a Covid-safe plan developed by your organization or governing body that complies with provincial health requirements:

- Yes No

If ‘no’ Please explain why?

Do you have the following measures in place?

- Health checks for volunteers/attendees
- System for managing contact tracing information
- Separate entrances/exits
- Spectator management guidelines
- Washroom guidelines

Please indicate below who from your event is following all public health updates and will communicate with the Town on event changes, as necessary.

Name: _____

Email: _____ Phone: _____

I understand and accept that I, the event organizer, is fully responsible for adhering to and enforcing all provincial restrictions and following public health guidelines related to COVID-19 for event planning.

- I accept I do not accept

Section 4: Permissions

Permit Condition Requirements:

1. Whenever possible, parade marshaling, and dispersal activities shall be conducted off public streets.
2. When the local Traffic Authority deems it is necessary that certified Traffic Control Persons be used, it will be the responsibility of the organizers to cover all associated costs (i.e.: RCMP, By-law Enforcement Staff, or Certified Traffic Control Person(s))
3. The entrants must always obey all applicable provisions of the Motor Vehicle Act, this

permit does not convey any special privileges or rights to exempt any portion of the above not Act.

4. It shall be the responsibility of the applicant to ensure that all necessary safety precautions are taken to ensure the safety of entrants and all other road users.
5. Children under the age of 8 walking or cycling in the parade shall be accompanied by an adult.
6. Each applicant must submit proof of insurance for the event with a minimum of \$2 million-dollar liability coverage naming the Town of Antigonish as a 2nd party covered under the event insurance policy.
7. Emergency vehicles participating in the parade must not use sirens (unless leaving event to respond for emergency purposes).
8. Participants on floats are not permitted to throw items from their floats (e.g., candy)
9. Where it is deemed that events can be held on the sidewalk rather than out on the street, events will be moved to the sidewalk.
10. Applications for Parades, Runs, and or Marches must be received by the office of the Traffic Authority at least forty-five (45) days in advance of the event.

Section 5: Declaration

I, the undersigned, have read, understand, and agree to the conditions and policies in this contract hereby accept the same on behalf of the said members of the organization or group.

Application's Signature: _____

Date: _____

I understand that typing my name in the signature box constitutes a legal signature confirming that I acknowledge and agree to the above terms.

Section 6: Application Submission

Please submit your completed application and all associated supporting documentation to the following contact:

S/Cst. R. S. Smith
Special Constable/Traffic Authority
Town of Antigonish
274 Main Street
Antigonish, Nova Scotia
B2G 2C4

902-870-0881

ssmith@townofantigonish.ca

*Please cc Kate Gorman, Marketing and Communications Officer to your completed application submission:

kgorman@townofantigonish.ca

902-318-6758

Section 7: Application Approval

Notes or Other Conditions from the Town:

Approved, subject to the above conditions:

Local Traffic Authority

Date: _____

Application Valid Until _____