

**CORPORATION OF THE TOWN OF COBOURG
TEMPORARY TENT PERMIT
APPLICATION PACKAGE**



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INFORMATION AND APPROVAL

Many community festivals and events have tents that may require a tent permit. This package provides event organizers wishing to have tent structures on their site with the information necessary to understand the regulations and the approval process that will apply for a Temporary Tent Permit to be issued.

Information regulated by the Ontario Building Code (OBC), The Ontario Fire Code (OFC), The Ontario Electrical Safety Code and the Technical Standards and Safety Authority also contain regulations and this information is included in this package.

Please submit the attached forms and supporting documents with your **Municipal Event Application** in order to be reviewed. Once your application has been reviewed and deemed acceptable a permit is issued and you will be notified that the permit is ready to be picked-up.

You are required to have the tent structure inspected by the Building and Fire Departments prior to using the tent for any occupancy

The OBC contains the following requirements for a tent permit:

- € **A tent or group of tents less than 60m² (645ft²) in aggregate ground area, not attached to a building and 3M (10ft) from other structures do not require a Temporary Tent Permit**
- € **A tent or group of tents greater than 50m² (645ft²) and up to 225m² (2420ft²) in aggregate ground will require a Temporary Tent Permit**
- € **A tent or group of tents greater than 225m² (2420ft²) or a tent with enclosed sides require the information listed in the Temporary Tent Permit package application and a Qualified and Registered Designer* and Professional Engineer.****

When determining occupant load use the following calculations (OBC 3.1.717.10):

Non-fixed seats	0.75M ² (8 sq ft)/person
Dining & Alcohol	1.1m ² (12 sq ft)/person
Exhibition Areas	2.8m ² (84 sq ft)/person

Examples of interior drawings and site plans are provided in this package. Please note hand drawn maps will be accepted as long as they are to scale. GIS map can be provided for site plans.

For information and questions relating to your Temporary Tent application please contact the Building Department at (905)372-1005

FIRE DEPARTMENT TENT REQUIREMENTS

In accordance with the Ontario Fire Code, the following requirements must be satisfied for tents exceeding 30 m² (322 sq ft) in area:

1. All tents shall be in conformance with the Ontario Building Code.

NOTE: Inquiries regarding applicable permits shall be made directly to the Building Department at 905-372-1005.

2. Flame proofing treatment of the tent material shall be renewed as often as necessary to ensure it will pass the match flame test in NFPA 705 *“Recommended Practice for a Field Flame Test for Textiles and Films”*.
3. Tents, and tarpaulins, decorative materials, fabrics and films used in connection with tents, shall be certified to CAN/ULC-S109, “Flame Tests of Flame-Resistant Fabrics and Films”, or NFPA 701 “Fire Tests for Flame-Resistant Textiles and Films”.
4. Hay, straw, shavings and similar combustible materials other than those necessary for the daily feeding and care of animals, shall not be permitted within any tent used for assembly occupancy.
5. If a tent does not have a fire alarm system that conforms to the Building Code or an approved fire alarm system, a responsible person shall be employed for fire watch duty as specified in the fire safety plan.
6. A portable fire extinguisher with a minimum 2A, 10B, C rating shall be provided near each exit from the tent.
7. “EXIT” signs shall be displayed at each exit from the tent.
8. All waste receptacles shall be of non-combustible construction.
9. Access shall be provided to and around all tents for firefighting and other emergency purposes.
10. Cooking within tents or under canopies is prohibited regardless of the size of the structure.

GENERAL SAFETY REQUIREMENTS:

1. "NO SMOKING" signs shall be displayed throughout the tent area and at the main entrance.
2. Security staff responsible for the tent shall use a whistle or similar signaling device to alert occupants in the event of an emergency requiring evacuation.
3. A cellular phone must be made available at all times for the purpose of calling 9-1-1 in the event of an emergency.
4. A valid Certificate of Inspection issued by the Electrical Safety Authority (ESA) shall be provided if electricity is being used. (ESA is the authority having jurisdiction over all electrical installations, including portable generators.)
5. **NOTE: Inquiries regarding applicable permits shall be made directly to ESA at 1.877.372.233.**
6. Electrical extension cords shall only be used on a temporary basis and in a manner to prevent fire/trip/strangulation hazards.
7. The exhaust from all portable generators shall be discharged in a safe direction and away from the tent area.
8. A valid Inspection Certificate (Director's Order #FS-056-06) issued by the Technical Standards and Safety Authority (TSSA) shall be provided if propane or natural gas is being used. (TSSA is the authority having jurisdiction over propane/natural gas equipment.)
9. **NOTE: Inquiries regarding such equipment installations shall be made directly to TSSA at 1.705.761.1802.**

For further information and assistance in achieving acceptable compliance, please contact the Fire Department at 905.372.9789.

Application for a Permit to Construct or Demolish

This form is authorized under subsection 8(1.1) of the Building Code Act.

For use by Principal Authority	
Application number:	Permit number (if different):
Date received:	Roll number:

Application submitted to: _____
 (Name of municipality, upper-tier municipality, board of health or conservation authority)

A. Project information			
Building number, street name	Unit number	Lot/con.	
Municipality	Postal code	Plan number/other description	
Project value est. \$	Area of work (m ²)		
B. Purpose of application			
<input type="checkbox"/> New construction <input type="checkbox"/> Addition to an existing building <input type="checkbox"/> Alteration/repair <input type="checkbox"/> Demolition <input type="checkbox"/> Conditional Permit			
Proposed use of building	Current use of building		
Description of proposed work			
C. Applicant			
Applicant is: <input type="checkbox"/> Owner or <input type="checkbox"/> Authorized agent of owner			
Last name	First name	Corporation or partnership	
Street address	Unit number	Lot/con.	
Municipality	Postal code	Province	E-mail
Telephone number ()	Fax ()	Cell number ()	
D. Owner (if different from applicant)			
Last name	First name	Corporation or partnership	
Street address	Unit number	Lot/con.	
Municipality	Postal code	Province	E-mail
Telephone number ()	Fax ()	Cell number ()	

E. Builder (optional)				
Last name		First name	Corporation or partnership (if applicable)	
Street address			Unit number	Lot/con.
Municipality		Postal code	Province	E-mail
Telephone number ()		Fax ()	Cell number ()	
F. Tarion Warranty Corporation (Ontario New Home Warranty Program)				
i. Is proposed construction for a new home as defined in the <i>Ontario New Home Warranties Plan Act</i> ? If no, go to section G.			<input type="checkbox"/> Yes	<input type="checkbox"/> No
ii. Is registration required under the <i>Ontario New Home Warranties Plan Act</i> ?			<input type="checkbox"/> Yes	<input type="checkbox"/> No
iii. If yes to (ii) provide registration number(s): _____				
G. Required Schedules				
i) Attach Schedule 1 for each individual who reviews and takes responsibility for design activities.				
ii) Attach Schedule 2 where application is to construct on-site, install or repair a sewage system.				
H. Completeness and compliance with applicable law				
i) This application meets all the requirements of clauses 1.3.1.3 (5) (a) to (d) of Division C of the Building Code (the application is made in the correct form and by the owner or authorized agent, all applicable fields have been completed on the application and required schedules, and all required schedules are submitted). Payment has been made of all fees that are required, under the applicable by-law, resolution or regulation made under clause 7(1)(c) of the <i>Building Code Act, 1992</i> , to be paid when the application is made.			<input type="checkbox"/> Yes	<input type="checkbox"/> No
ii) This application is accompanied by the plans and specifications prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the <i>Building Code Act, 1992</i> .			<input type="checkbox"/> Yes	<input type="checkbox"/> No
iii) This application is accompanied by the information and documents prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the <i>Building Code Act, 1992</i> which enable the chief building official to determine whether the proposed building, construction or demolition will contravene any applicable law.			<input type="checkbox"/> Yes	<input type="checkbox"/> No
iv) The proposed building, construction or demolition will not contravene any applicable law.			<input type="checkbox"/> Yes	<input type="checkbox"/> No
I Declaration of applicant				
I _____ declare that:				
(print name)				
1. The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge.				
2. If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership.				
Date		Signature of applicant		

Personal information contained in this form and schedules is collected under the authority of subsection 8(1.1) of the *Building Code Act, 1992*, and will be used in the administration and enforcement of the *Building Code Act, 1992*. Questions about the collection of personal information may be addressed to: a) the Chief Building Official of the municipality or upper-tier municipality to which this application is being made, or, b) the inspector having the powers and duties of a chief building official in relation to sewage systems or plumbing for an upper-tier municipality, board of health or conservation authority to whom this application is made, or, c) Director, Building and Development Branch, Ministry of Municipal Affairs and Housing 777 Bay St., 2nd Floor, Toronto, M5G 2E5 (416) 585-6666.

Schedule 1: Designer Information

Use one form for each individual who reviews and takes responsibility for design activities with respect to the project.

A. Project Information			
Building number, street name		Unit no.	Lot/con.
Municipality	Postal code	Plan number/ other description	
B. Individual who reviews and takes responsibility for design activities			
Name		Firm	
Street address		Unit no.	Lot/con.
Municipality	Postal code	Province	E-mail
Telephone number ()	Fax number ()	Cell number ()	
C. Design activities undertaken by individual identified in Section B. [Building Code Table 3.5.2.1. of Division C]			
<input type="checkbox"/> House	<input type="checkbox"/> HVAC – House	<input type="checkbox"/> Building Structural	
<input type="checkbox"/> Small Buildings	<input type="checkbox"/> Building Services	<input type="checkbox"/> Plumbing – House	
<input type="checkbox"/> Large Buildings	<input type="checkbox"/> Detection, Lighting and Power	<input type="checkbox"/> Plumbing – All Buildings	
<input type="checkbox"/> Complex Buildings	<input type="checkbox"/> Fire Protection	<input type="checkbox"/> On-site Sewage Systems	
Description of designer's work			
D. Declaration of Designer			
I _____ declare that (choose one as appropriate):			
(print name)			
<input type="checkbox"/> I review and take responsibility for the design work on behalf of a firm registered under subsection 3.2.4. of Division C, of the Building Code. I am qualified, and the firm is registered, in the appropriate classes/categories.			
Individual BCIN: _____			
Firm BCIN: _____			
<input type="checkbox"/> I review and take responsibility for the design and am qualified in the appropriate category as an "other designer" under subsection 3.2.5. of Division C, of the Building Code.			
Individual BCIN: _____			
Basis for exemption from registration: _____			
<input type="checkbox"/> The design work is exempt from the registration and qualification requirements of the Building Code.			
Basis for exemption from registration and qualification: _____			
I certify that:			
1. The information contained in this schedule is true to the best of my knowledge.			
2. I have submitted this application with the knowledge and consent of the firm.			
_____		_____	
Date		Signature of Designer	

NOTE:

1. For the purposes of this form, "individual" means the "person" referred to in Clause 3.2.4.7(1) d) of Division C, Article 3.2.5.1. of Division C, and all other persons who are exempt from qualification under Subsections 3.2.4. and 3.2.5. of Division C.
2. Schedule 1 is not required to be completed by a holder of a license, temporary license, or a certificate of authorization, issued by the Ontario Association of Architects. Schedule 1 is also not required to be completed by a holder of a license to practise, a limited license to practise, or a certificate of authorization, issued by the Association of Professional Engineers of Ontario.

COMMITMENT TO GENERAL REVIEW BY ARCHITECT AND ENGINEERS

Ontario Building Code, s.2.3.2.

Part A: Owner's Undertaking

(This part must be completed by Owner or agent authorized by Owner)

Project Description:

Address of Project:

Permit Application No.:

WHEREAS the Ontario Building Code requires that the project described above be designed and reviewed during construction by an architect, professional engineer or both that are licensed to practice in Ontario; (see overleaf)

NOW THEREFORE the Owner, being the person who intends to construct or have the building constructed hereby warrants that:

1. An architect and/or professional engineers have been retained to provide general review of the construction of the building to determine whether the construction is in general conformity with the plans and other documents that form the basis for the issuance of a building permit, in accordance with the performance standards of the Ontario Association of Architects and/or Professional Engineers of Ontario;
2. All general review reports by the architect and/or professional engineers will be forwarded promptly to the Chief Building Official, and
3. Should any retained architect or professional engineer cease to provide general review for any reason during construction, the Chief Building Official will be notified in writing immediately, and another architect or engineer will be appointed so that general review continues without interruption during construction.

The undersigned hereby certifies that he/she has read and agrees to the above

Name of Owner:

Date:

Address of Owner:

Telephone:

Signature of Owner:
(or officer of corporation)

Print Name:

Fax:

Name of Prime Consultant:

Telephone:

(person coordinating work of all consultants)

Address:

Fax:

Part B: Confirmation by Consultants

(This part must be completed by all consultants retained for general review)

The undersigned architect and/or professional engineer(s) hereby certify that he/she has been retained to provide general review of the parts of construction of the building indicated, to determine whether the construction is in general conformity with the plans and other documents that form the basis for the issuance of a building permit, in accordance with the performance standards of the Ontario Association of Architects and/or Professional Engineers of Ontario. (see overleaf)

The undersigned hereby certifies that he/she has been retained to provide general review of the following parts of construction:

ARCHITECTURAL STRUCTURAL SITE SERVICES MECHANICAL ELECTRICAL OTHER (SPECIFY):

Consultant Name:

Signature:

Print Name:

Address:

Telephone:

Fax:

Date:

The undersigned hereby certifies that he/she has been retained to provide general review of the following parts of construction:

ARCHITECTURAL STRUCTURAL SITE SERVICES MECHANICAL ELECTRICAL OTHER (SPECIFY):

Consultant Name:

Signature:

Print Name:

Address:

Telephone:

Fax:

Date:

The undersigned hereby certifies that he/she has been retained to provide general review of the following parts of construction:

ARCHITECTURAL STRUCTURAL SITE SERVICES MECHANICAL ELECTRICAL OTHER (SPECIFY):

Consultant Name:

Signature:

Print Name:

Address:

Telephone:

Fax:

Date:

The undersigned hereby certifies that he/she has been retained to provide general review of the following parts of construction:

ARCHITECTURAL STRUCTURAL SITE SERVICES MECHANICAL ELECTRICAL OTHER (SPECIFY):

Consultant Name:

Signature:

Print Name:

Address:

Telephone:

Fax:

Date:

The undersigned hereby certifies that he/she has been retained to provide general review of the following parts of construction:

ARCHITECTURAL STRUCTURAL SITE SERVICES MECHANICAL ELECTRICAL OTHER (SPECIFY):

Consultant Name:

Signature:

Print Name:

Address:

Telephone:

Fax:

Date:

The undersigned hereby certifies that he/she has been retained to provide general review of the following parts of construction:

ARCHITECTURAL STRUCTURAL SITE SERVICES MECHANICAL ELECTRICAL OTHER (SPECIFY):

Consultant Name:

Signature:

Print Name:

Address:

Telephone:

Fax:

Date:

An owner who constructs or arranges to have constructed certain buildings specified in the Ontario Building Code must by law retain an architect and/or professional engineers to carry out reviews during construction to determine whether the construction is in general conformity with the building permit documents. The consultants are obliged to carry out these field reviews, including their scope and frequency, in accordance with the performance standards of the Ontario Association of Architects and/or Professional Engineers of Ontario, and must forward written reports arising out of these reviews to the Chief Building Official of the municipality.

Professional design and review requirements in the Ontario Building Code, O.Reg. 403/97*

Building Classification by Major Occupancy*	Building Description	Design and General Review by**
Assembly occupancy only	Every building	Architect and engineer
Assembly occupancy and any other major occupancy except industrial	Every building	Architect and engineer
Care or detention occupancy only	Every building	Architect and engineer
Care or detention occupancy and any other major occupancy except industrial	Every building	Architect and engineer
Residential occupancy only	Every building that exceeds 3 storeys in building height	Architect and engineer
Residential occupancy only	Every building that exceeds 600 m ² (6460 ft ²) in gross area and that contains a residential occupancy other than a dwelling unit or dwelling units	Architect
Residential occupancy only	Every building that exceeds 600 m ² (6460 ft ²) in gross area and contains a dwelling unit above another dwelling unit	Architect
Residential occupancy only	Every building that exceeds 600 m ² (6460 ft ²) in building area contains 3 or more dwelling units and has no dwelling unit above another dwelling unit	Architect
Residential occupancy and any other major occupancy except industrial, assembly or care or detention occupancy	Every building that exceeds 600 m ² (6460 ft ²) in gross area or 3 storeys in building height	Architect and engineer
Business and personal services occupancy only	Every building that exceeds 600 m ² (6460 ft ²) in gross area or 3 storeys in building height	Architect and engineer
Business and personal services occupancy and any other major occupancy except industrial, assembly or care or detention occupancy	Every building that exceeds 600 m ² (6460 ft ²) in gross area or 3 storeys in building height	Architect and engineer
Mercantile occupancy only	Every building that exceeds 600 m ² (6460 ft ²) in gross area or 3 storeys in building height	Architect and engineer
Mercantile occupancy and any other major occupancy except industrial, assembly or care or detention occupancy	Every building that exceeds 600 m ² (6460 ft ²) in gross area or 3 storeys in building height	Architect and engineer
Industrial occupancy only and where there are no subsidiary occupancies	Every building that exceeds 600 m ² (6460 ft ²) in gross area or 3 storeys in building height	Architect and engineer
Industrial occupancy and one or more other major occupancies where the portion of the area occupied by one of the other major or subsidiary occupancies exceeds 600 m ² (6460 ft ²)	The non-industrial portion of every building	Architect and engineer
Industrial occupancy and one or more other major occupancies where no portion of the area occupied by one of the other major or subsidiary occupancies exceed 600 m ² (6460 ft ²)	The industrial portion of every building	Architect or engineer
Industrial occupancy and one or more other major occupancies where no portion of the area occupied by one of the other major or subsidiary occupancies exceed 600 m ² (6460 ft ²)	Every building that exceeds 600 m ² (6460 ft ²) in gross area or 3 storeys in building height	Architect or engineer

* This table is provided for general information only. Refer to the Ontario Building Code for definitions, occupancy classifications, design and general review requirements for alterations, demolition and other projects, and other general review regulations.

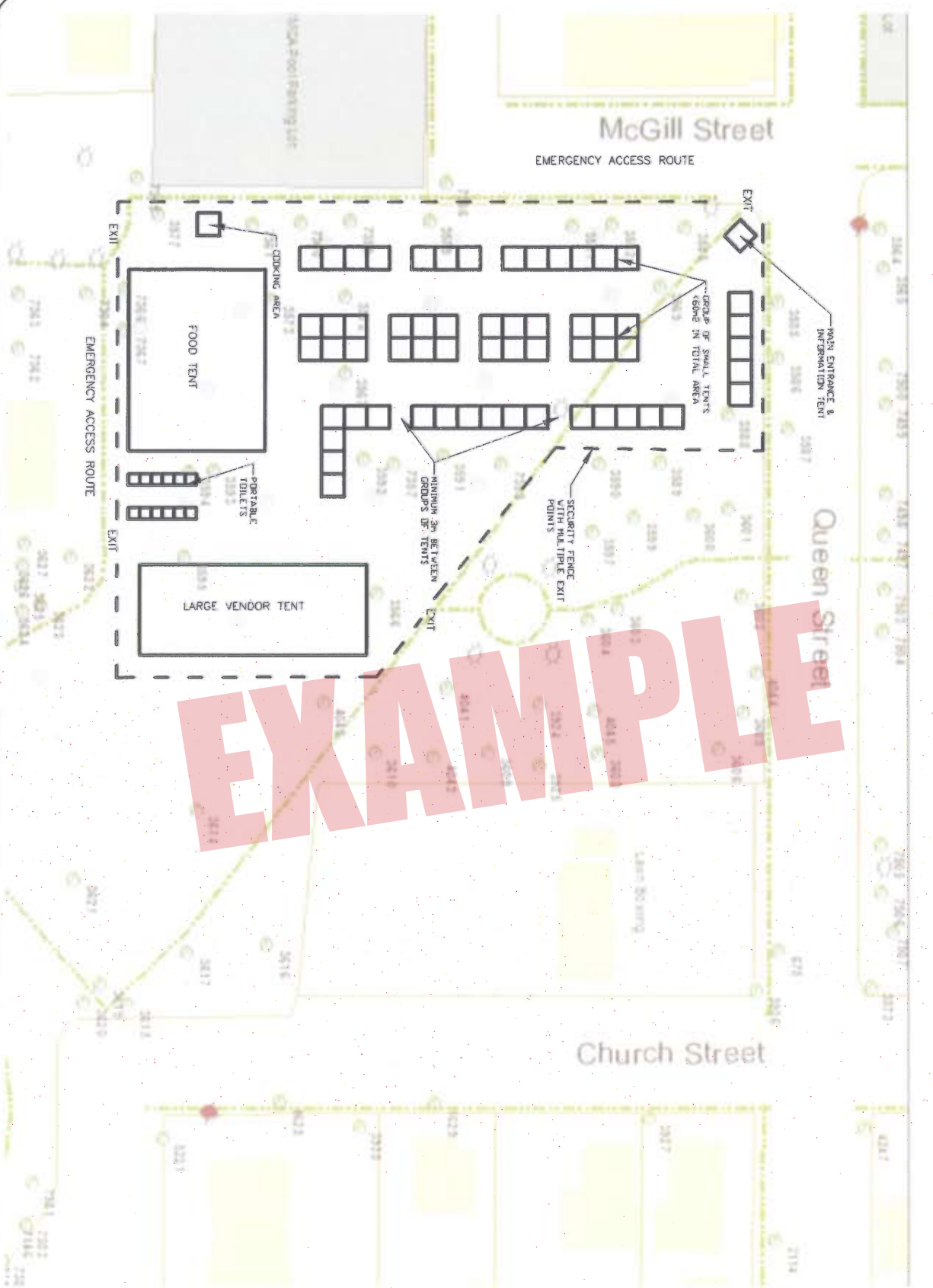
** Architect means an architect who holds a license in Ontario. Engineer means a professional engineer who holds a license in Ontario.

Performance standards for review in the Architects Act (Section 50 of Ontario Regulation 27)

50. The following are prescribed as performance standards with respect to the general review of the construction, enlargement or alteration of a building by a member or holder (of a Certificate of Practice) as provided for in the building code prescribed under the Building Code Act:
- The member or holder, with respect to the matters that are governed by the building code, shall,
 - make periodic visits to the site to determine whether the work is in general conformity with design documents that were prepared by a member or holder,
 - inform the client and contractor, in writing, as to the progress and quality of the work that the member or holder has observed during the visits to the site not to be in conformity with the design documents,
 - review all changes to the design documents to determine whether the changes conform to the building code,
 - review and comment on all shop drawings and samples for general conformity with the design concept of the work, and
 - if the member or holder is specifically engaged to coordinate the general review of the professional engineers and reports of the inspection and testing companies, coordinate the general review of the professional engineers and the reports of the inspection and testing companies that pertain directly to the work being reviewed and arrange for the distribution of such reports to the client and the contractor, or
 - if the member or holder is not engaged to perform any or all of the services listed in subparagraph v., cooperate with the professional engineer responsible for the coordination of the general review in order to assist the professional engineer in the carrying out of the functions described in the subparagraph.
 - In paragraph 1, design document means a design or other document which form the basis for the issuance of a building permit and includes all changes thereto that were authorized by the Chief Building Official as defined in the Building Code Act.

Performance standards for review in the Professional Engineers Act (Section 91a of Ontario Regulation 914/90)

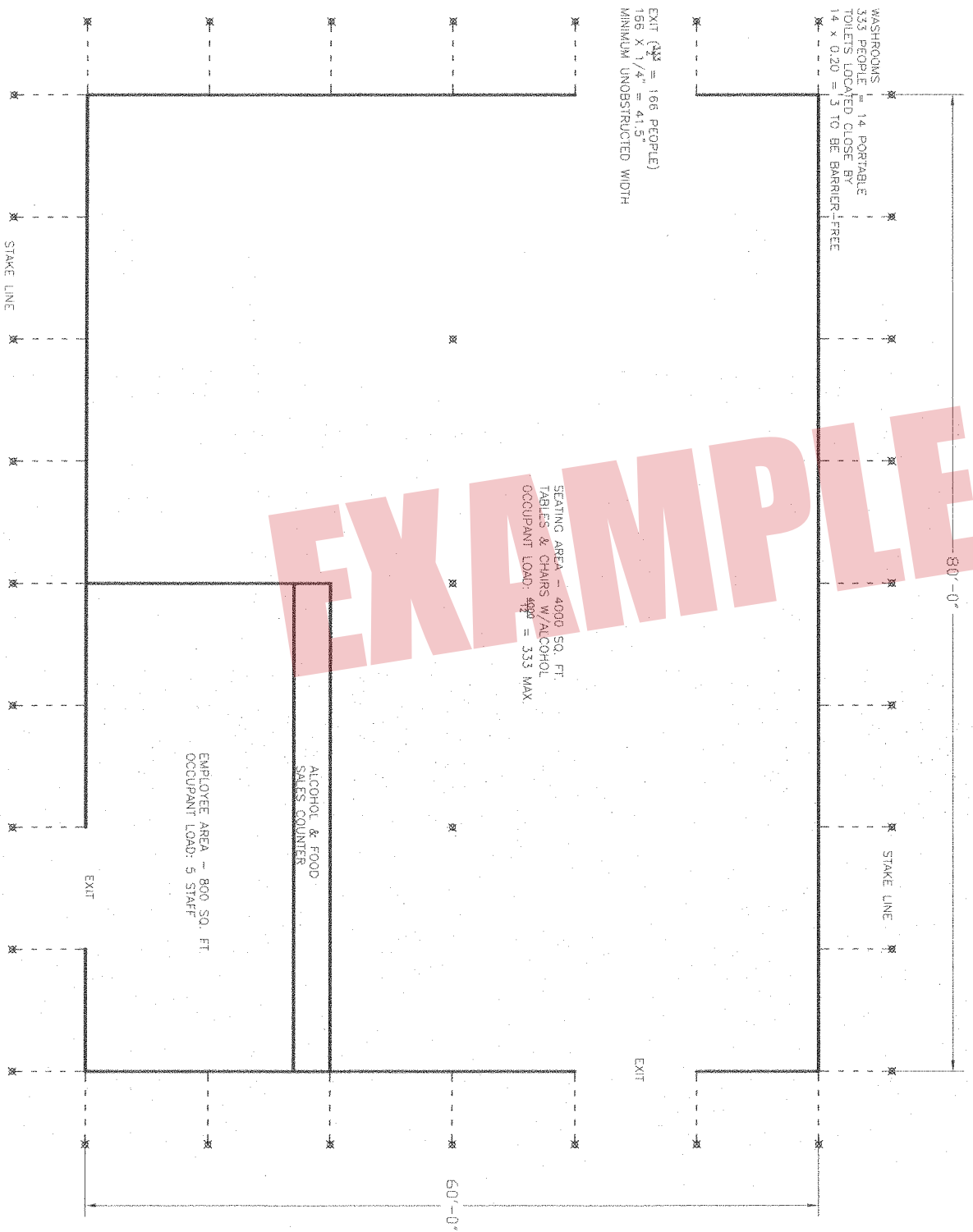
- 91a The following are prescribed as performance standards with respect to the general review of the construction, enlargement or alteration of a building by a professional engineer (or holder of a Certificate of Authorization) as provided for in the building code prescribed under the Building Code Act:
- The professional engineer, with respect to the matters that are governed by the building code, shall,
 - make periodic visits to the site to determine, on a random sampling basis, whether the work is in general conformity with the plans and specifications for the building,
 - record deficiencies found during site visits and provide the client, the contractor and the owner with written reports of the deficiencies and the actions that must be taken to rectify the deficiencies,
 - review the reports of independent inspection and testing companies called for in the plans and specifications and which pertain directly to the work being reviewed,
 - interpret plans and specifications when requested to do so by their clients, contractor or owner and
 - review shop drawings and samples submitted by the contractor for consistency with the intent of the plans and specifications.
 - The professional engineer shall not review work in disciplines for which he or she is not qualified.
 - The professional engineer may delegate one or more of the functions described in paragraph 1 to another person where it is consistent with prudent engineering practice to do so and the functions are performed under the supervision of the professional engineer.
 - In paragraph a, "plans and specifications" means a plan or other document which formed the basis for the issuance of the building permit and includes all changes thereto that were authorized by the Chief Building Official as defined in the Building Code Act.



EXAMPLE

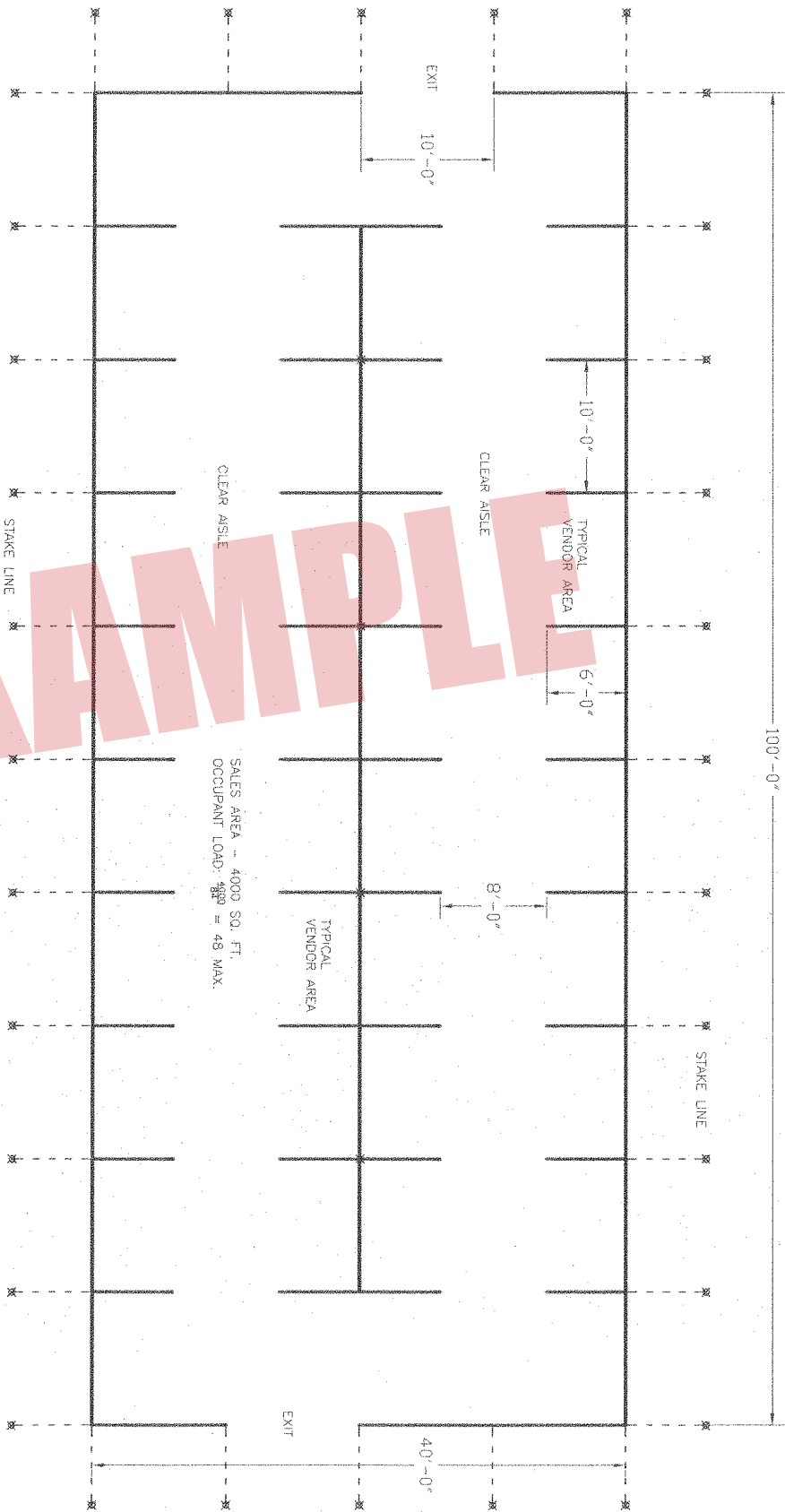
Permit No: 00001		Date: 2/6/2015	Page: 1
Issued: As Noted			
EXAMPLE SITE LAYOUT			
Project Name and Address:			
No. / Revision / Date:			

EXAMPLE



General Notes									
Plan No.	Project	Sheet	Date						
	11111	2/6/2015	2						
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 5%;">No.</th> <th style="width: 85%;">Revision/Issue</th> <th style="width: 10%;">Date</th> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </table>				No.	Revision/Issue	Date			
No.	Revision/Issue	Date							
Plan Name and Address Project Name and Address EXAMPLE FOOD TENT Other Notes and Address As Noted									

EXAMPLE



CLEAR AISLE

SALES AREA -- 4000 SQ. FT.
OCCUPANT LOAD: 8000 = 48 MAX.

TYPICAL VENDOR AREA

TYPICAL VENDOR AREA

STAKE LINE

100'-0"

EXIT
10'-0"

8'-0"

40'-0"

EXIT

STAKE LINE

Occupant Name

No.	Reserve/Event	Start

Full Name and Address

Event Name and Address

EXAMPLE VENDOR TENT

Event	Start	Count
2/6/2015		3

As Noted

CORPORATION OF THE TOWN OF COBOURG TEMPORARY TENT PERMIT APPLICATION

REQUIREMENTS AND CHECKLIST

Event: _____

Size of Tent(s): _____ Proposed Tent Install date: _____

Location of Tent: _____

The following is included:

- € Application for a Permit to Construct or Demolish (*complete highlighted areas*)
- € Certificate of Flame Resistance
- € Site Plan
 - That accurately identifies the proposed location for all the tent structures relative to the property lines (must maintain 3m distance)
 - Location of the washrooms
 - Location of cooking equipment
 - Location of other structures, fencing
 - Entrances and exits (OBC 3.4.2.1)
 - Emergency exits
 - Propane Storage etc.
 - accurate measurements
- € Floor Plan (interior layout)
 - identify entrance and exit locations and sizes;
 - identify aisles & seats; and
 - Indicate occupant load for tent.
 - Indicate accurate measurements
- € Engineer Drawings of Anchorage System**
- € Schematic Engineer Drawings of Tent**
- € Commitment to General Review Form**
- € Schedule 1 Designer Information *

Additional Information required:

Adequate Washrooms or Chemical toilets provided*

#/persons	100	140	180	220	280	360	440	520
#washrooms	4	6	8	10	12	14	16	18

*20% barrier free

Alcoholic Beverage being served YES ___ NO ___

Cooking Equipment Being used YES ___ NO ___ Distance from Tent _____

Fire Extinguishers provided? Please mark locations on interior drawing.

Access for Firefighting provided? (OBC 3.14.1.9) YES ___ NO___



Technical Standards & Safety Authority

About TSSA

Our Purpose

To promote and enforce public safety

Our Vision

To be a valued advocate and recognized authority in public safety

Amusement Devices

TSSA's Amusement Device Safety (AD) program regulates amusement rides in Ontario as to ensure all amusement devices conform to the *Technical Standards and Safety Act, 2000* and applicable regulations, codes and standards. TSSA reviews and registers rides, issues permits for use, sets the annual testing schedule, issues permits, conducts inspections, conducts investigations, and delivers public awareness campaigns throughout the province.

Amusement devices under TSSA's jurisdiction include roller coasters, Ferris wheels, merry-go-rounds (and other circular motion rides), water slides, flume rides, dry slides, go-karts, bumper carts, inflatables (inflatable bouncers), bungee devices, bungee assisted bounces, zip lines (track and cable rides) and other generic spinning and whirling rides.

Read about [Operating an Amusement Device in Ontario](#) which includes:

- Legislation as it applies to amusement devices
- Steps required to operate an amusement device
- Change of ownership for a device with a permit
- Type of certification of an amusement device in Ontario

Fuels

TSSA's Fuels Safety Program regulates the transportation, storage, handling and use of fuels in order to ensure conformance to the Technical Standards and Safety Act, 2000, and applicable regulations, codes and standards. These fuels include natural gas, propane, butane, hydrogen, liquefied gas, landfill gas, fuel oil, gasoline, and diesel. TSSA licenses fuel facilities, registers contractors and certifies tradespersons who install and service equipment.

Additionally, TSSA reviews and approves facility plans for sites licensed by TSSA, and performs custom equipment approvals and inspection services to ensure fuel is handled and used safely.

The three stages of the fuels life cycle that fall under TSSA's jurisdiction are:

- transmission, distribution and transportation
- storage and dispensing; and
- utilization (burning).

Contact Us

Please contact us toll free at 1-877-682-TSSA (8772). Our Customer Services Advisors are available Monday to Friday from 8:00 a.m. to 6:00 p.m. (excluding major holidays).

email us at customerservice@tssa.org

Mailing Address

Technical Standards and Safety Authority
14th Floor, Centre Tower
3300 Bloor Street West
Toronto, Ontario
M8X 2Y4



Electrical
Safety
Authority

ELECTRICAL INSPECTION REQUIREMENTS FOR FESTIVALS AND EVENTS

- The above rule(s) also apply to booths, stages and displays where temporary power is supplied by generators and distribution equipment.

A Successful Event represents no electrical injuries:

It is very important to ensure that all individuals working at or attending festivals and events are safe from any potential fire or shock hazards. The Ontario Electrical Safety Code (Ontario Regulation 164/99) & Ontario Regulation 438/07 define the requirements for electrical installations and electrical products in Ontario.

DID YOU KNOW FESTIVALS AND EVENTS FALL WITHIN THE SCOPE OF ONTARIO'S ELECTRICAL SAFETY REGULATIONS? EARLY ENGAGEMENT WITH THE ELECTRICAL SAFETY AUTHORITY WILL ASSIST YOU IN A SUCCESSFUL EVENT.

Ontario's Electrical Safety Code (Ontario Regulation 164/99) requires:

- An Application for Inspection be filed with ESA before or within 48 hours of commencing electrical work, and payment of the prescribed fees to the Inspection department (OESC Rule 2-004)
- You accurately and completely document all electrical work occurring at your Event/Festival on your Application for Inspection
- Electrical products bear the mark of a recognized certification agency

Who is ESA?

The Electrical Safety Authority (ESA) is responsible for enforcement of the Ontario Electrical Safety Code and operates as a delegated authority on behalf of the provincial government in accordance with Part VIII, section 113 of the Electricity Act, 1998, S.O. 1998, c. 15, Sched.A. ("the Act"), and the Safety and Consumer Statutes Administration Act, 1996, S.O. 1996, c. 19. ESA's mandate is to administer the Act and corresponding Regulations: (1) The Electrical Safety Code (Regulation 164/99); (2) Licensing (Regulation 570/05); (3) Distribution Safety (Regulation 22/04); and (4) Product Safety (Regulation 438/07) on behalf of the Province of Ontario.



PROVINCIAL REQUIREMENTS FOR EXHIBITING ELECTRICAL EQUIPMENT AT FESTIVALS AND EVENTS

missing, the equipment is considered to be unapproved. Bulletin 2-7-22 shows all approved certification marks or Field Evaluation markings accepted in Ontario.

Rule 2-022 of the Ontario Electrical Safety Code requires that any electrical equipment that is being displayed, offered for sale, or used at any show, convention, festival or event (or similar exhibition) **BE APPROVED FOR USE IN ONTARIO** in accordance with Ontario Regulation 438/07.

Electrical equipment is considered approved if it bears the certification mark or Field Evaluation label of an organization that has been accredited by the Standards Council of Canada to approve electrical equipment. If these markings are

Note:

1. Electrical equipment must be approved as an assembled unit. Electrical equipment that consists of an assembly or combination of other individually approved electrical equipment or devices is considered unapproved.
2. Below is a listing of Recognized Certification Approval Markings accepted in Ontario.

For an updated listed visit www.esasafe.com

FAILURE TO COMPLY COULD RESULT IN THE EQUIPMENT BEING ORDERED REMOVED FROM DISPLAY.

For more information please visit us @ www.esasafe.com or call Roy Elwood @ 416-881-4173 / Bob Weeks @ 416-881-4147 or ESA's Customer Service Centre @ 1(877) 372-7233