



ADDENDUM A
APPLICATION FOR SPECIAL EVENT
REFRESHMENT VEHICLE LICENCE
Pursuant to By-laws # 043-2015 & 090-2016

Event Information

PROPOSED EVENT: _____

PROPOSED DATES: _____

Applicant Information

NAME: _____

ADDRESS: _____

PHONE #: _____ EMAIL: _____

Business Information

BUSINESS NAME: _____

PROPOSED LOCATION: _____

LIST OF MAIN MENU ITEMS: _____

Refreshment Vehicle Information

VEHICLE YEAR, MAKE & MODEL: _____

VEHICLE PLATE: _____

Licence History

HAVE YOU EVER BEEN REFUSED A MUNICIPAL LICENCE OR HAD ONE SUSPENDED OR REVOKED?

IF YES, DETAILS: _____

Vendor Grease/Oil Protocol

AS PER BY-LAW 22-2008, A BY-LAW TO CONTROL THE DISCHARGES TO THE MUNICIPAL SEWER SYSTEM, THERE IS TO BE NO DISPOSING OF GREASE INTO DITCHES, DRAINS, SEWERS OR CATCH BASINS WITHIN THE TOWN OF COBOURG. SUCH ACTIVITY WOULD BE IN VIOLATION OF PART 2(2) (1) AND MAY RESULT IN A FINE OF UP TO \$300 PER INSTANCE.

VENDORS MUST HAVE ADEQUATELY SIZED PAILS AND/OR BARRELS FOR THEIR WASTE OIL AND GREASE AS WELL AS TRANSPORT PAILS.

PROVIDE NAME AND CONTACT INFORMATION OF COMPANY THAT COLLECTS VENDOR'S WASTE OIL/GREASE AFTER/DURING EVENT.

Declaration

I am the Applicant herein and I am aware that specific information must be obtained in order to process this application. I acknowledge that the foregoing information may contain "personal information" as defined under Municipal Freedom of Information and Protection Privacy Act, 1990, and that such information is required pursuant to the provisions of the Municipal Act and will be utilized by the Town for the administration of this Special Event Refreshment Vehicle Licence. I certify the above information to be correct in all respects. I hereby agree to comply with all requirements of By-laws #043-2015 & 090-2016 relating to Refreshment Vehicle Licences.

Signature of Applicant

Date

Required Documentation – Completed by Community Organization

As per Refreshment Vehicle By-laws # 043-2015 & 090-2016, the Community Organization sponsoring the Event is responsible for ensuring that a Refreshment Vehicle Operator complies with the Municipal Event Application.

The Community Organization is also responsible for verifying each Applicant has obtained the following required documentation and ensure that the documentation is valid and current.

All Refreshment Vehicles licensed under this Special Event Licence are required to maintain and keep on hand at all times the following required documentation.

Written Approval of Organizer

CIR, Criminal Information Record

Insurance Policy (\$5 million)

Proof of Ownership

HKPR Application for Special Event Permit

Fire Department Approval

Declaration by Community Organization Sponsoring Event

COMMUNITY ORGANIZATION: _____

NAME OF REPRESENTATIVE: _____

ADDRESS: _____

PHONE #: _____ EMAIL: _____

I represent the Community Organization Sponsoring this Event. Our organization has inspected the required documentation for this Refreshment Vehicle Licence Applicant herein and certify that the contents in this Special Event Refreshment Vehicle Licence Application are, to the best of my knowledge and information, true and accurate.

Signature of Representative of Community Organization

Date

*Personal Information on this form is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990 c. M56, as amended. Inquiries about the collection of personal information should be directed to the Municipal Clerk

For Town of Cobourg Use Only

Received by: _____

Date Received: _____

Licence Issue Date: _____

Event Permit #: _____

Authorizing Signature: _____