



Resort Municipality of Whistler Whistler Village Special Event Permit Application

4325 Blackcomb Way Whistler B.C. V0N 1B4

Permit #

Contact Name:	<input type="text"/>	Event Date(s)	<input type="text"/>
Event Name:	<input type="text"/>	Mailing Address:	<input type="text"/>
Contact Number:	<input type="text"/>	City/Province:	<input type="text"/>
Email Address:	<input type="text"/>	Postal Code:	<input type="text"/>
Event Website:	<input type="text"/>		

Resort Municipality of Whistler (RMOW) Special Event Permit Process

1. Please complete permit application, sign and email back to the Village Animation Coordinator.
2. Provide a site layout drawn to scale and route map (if applicable) and attach with Permit Application.
3. A Certificate of Insurance is required - see last page.

Other

1. Do you require a Health Permit? Web address: http://www.vch.ca/your_environment/food_safety/permits/
2. Do you require a Special Occasion License? Web address: <http://www.pssg.gov.bc.ca/lclb/apply/special/>

Event Information

Notification How and when will effected businesses and residents be notified?	<input type="text"/>
First Aid & Safety What first aid previsions have been identified?	<input type="text"/>
Waste Management What is your management plan for waste reduction and/or recycling?	<input type="text"/>
Any sampling of food, beverage or merchandise? Please provide exhibitor names, products & locations.	<input type="text"/>

Event Category

- Free Public Event
 Fundraiser
 Private Event
 Street Entertainment

Event Type

- One day
 Multi- day event
 Walk, Run or Bike
 Corporate Function/Promotion

Event Schedule

Set up start time

Event start time

Event Finish time

Take down completed

Multi- day
schedule info

Event Information

Expected attendees

Expected participants

Event Description

Please let us know what the purpose of your event is and the benefits to our visitors and residents.

Outdoor Village Facility Locations (Please check)

- | | | |
|--|---|---|
| <input type="checkbox"/> Village Square | <input type="checkbox"/> Village Common | <input type="checkbox"/> Town Plaza Gazebo |
| <input type="checkbox"/> Mountain Square | <input type="checkbox"/> Town Plaza | <input type="checkbox"/> Whistler Olympic Plaza Stroll Area |
| <input type="checkbox"/> Skate Park | <input type="checkbox"/> Bike Jump Park | |

Event Details.

Please be as descriptive as you can.

- | | | |
|---|---|--|
| <input type="checkbox"/> Any tents on site? | Size of tents?
Number of tents?
How will they be weighted down? | <div style="border: 1px solid black; height: 60px;"></div> |
| <input type="checkbox"/> Any temporary structures?
Please provide details. | Location, installation & strike schedule. An Engineers letter of approval will be required. | <div style="border: 1px solid black; height: 40px;"></div> |
| <input type="checkbox"/> Do you require electrical? | Please list your power requirements & locations.
List amperage, voltage, phase information for each. | <div style="border: 1px solid black; height: 40px;"></div> |
| <input type="checkbox"/> Amplified sound details | Please describe.
(Live music, recorded music, speeches, announcing)? | <div style="border: 1px solid black; height: 60px;"></div> |
| <input type="checkbox"/> Banners & signage details | Size of banners?
Number of banners?
Please provide artwork for approval | <div style="border: 1px solid black; height: 40px;"></div> |
| <input type="checkbox"/> Security Details
(overnight &/or crowd security) | Provide security company, on site contact details & security plans. | <div style="border: 1px solid black; height: 40px;"></div> |

Certificate of Insurance Information

Resort Municipality of Whistler Insurance Requirements:

- A. Inclusive liability of \$2 million minimum in Canadian funds (certain events will require higher coverage)
- B. Document must include a cross liability clause.
- C. The following must be **additional insured** included in the coverage:
 1. Resort Municipality of Whistler
 2. Whistler Village Land Co. Ltd.

Signed By _____

Date

I HEREBY submit under this Special Events Permit in accordance with the particulars stated above and declare that these statements are true and correct and further, I understand if a Permit is granted I will comply with all bylaws and regulations of the Resort Municipality of Whistler. I also agree to hereby release and forever hold harmless the Resort Municipality of Whistler from all manner of actions including damage to property or personal injury in any third party resulting from participation in this event.