**2018 Special Event Application – Events on roads/sidewalks**

*There is an application fee and a $1,000 deposit for all road closure requests. Application fee is subject to change in accordance with the 2018 Rates and Fees By-law. You must attach your proposed route map with your application.*

**EVENT NAME:** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ EVENT DATE:** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**VENT TYPE: WALK/RUN** **[ ]  BICYCLE RACE** **[ ]  PARADE** **[ ]  OTHER:** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**ASSEMBLY AREA:** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ TIME:** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**DISMISSAL AREA:** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ TIME:** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**ROUTE – Please include route map with application**

|  |  |  |  |
| --- | --- | --- | --- |
| **Roads Affected** | **Full/Partial/Side** | **Date** | **Time** |
|       |       |       |       |
|       |       |       |       |
|       |       |       |       |

**BUS ROUTE IMPACTED? YES** **[ ]  NO** **[ ]**

**Additional Information:**

|  |
| --- |
|  |

**Organizer Information**

|  |
| --- |
| Name of Organization:       |
| Org Mailing Address:       |
| Org Phone:       | Org Fax:       |
| **Applicant Name:** (Must have signing authority for the organization) |
| Email:\*       | Phone:       |
| ***Day of Event Contact Details - person responsible on site*** |
| Primary Contact:        | Mobile:       |
| Secondary Contact:       | Mobile:       |

Personal information, as defined by the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) is collected under the authority of the Municipal Act, 2001, and in accordance with the provisions of MFIPPA.  Personal information collected on this form will be used for the purpose of the administration of a special event at a City of Guelph and/or at a City of Guelph facility.

If you have questions about the collection; use, and disclosure of this information, contact the City of Guelph’s Program Manager, Information, Privacy and Elections at 519-822-1260 x 2349 or privacy@guelph.ca.

**\*Request for Consent:** Canada’s new anti-spam legislation requires us to secure your consent to continue communicating with you electronically. To allow us to continue providing information that is relevant to you and your business, please confirm your consent by initialling here.      \_\_\_\_

**The undersigned has read and hereby warrants and represents that he/she has sufficient power, authority and capacity to bind the applicant with his/her signature**

**Applicant Signature:** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Application:** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**