

Applicant Information

Applicant Name: _____
Last First Initial

Business Name: _____

Business Licence #: _____

Applicant Address: _____
Street Address Apartment/Unit #

_____ *City Province Postal Code*

Phone: _____ Email: _____

Proposed Commercial Vendor Information

Duration of Commercial Vendor Activity: _____ Daily Start Time: _____ Daily End Time: _____

- For activity lasting 3 days or less \$25.00
- For activity lasting more than 4 days and up to one month \$40.00
- *after 1 month, permits may be renewed*

Fees may be waived for non-profit organizations at the discretion of the Chief Administrative Officer or designate Waived

** If fees are waived*
 Initial of Chief Administrative Officer, Director of Community Services or designate _____

- Location of mobile unit or service offered:
- Millennium Park Centennial Park 11th Ave Walkthrough Burns Park
 - Schikurski Park Spirit of Creston Square Dodd's Creek Park Rotary Park
 - Downtown Green Space Other (please specify): _____

Description of Commercial Vendor Activity:

Terms & Conditions*

General Terms and Conditions

** Information from Town of Creston Commercial Vending Policy (SER-004-001)*

1. Commercial Vendor Applications must be completed (online or in-person) and returned in-person by the applicant prior to receiving approval for a Commercial Vendor Permit.
2. All Commercial Vendor applicants must hold a current Town of Creston Business Licence.
3. Commercial Vendor applicants must be legally entitled to work in Canada.
4. Commercial Vendor Permits will be issued at the discretion of the Chief Administrative Officer, Director of Community Services or designate, for Town parks and public places, in accordance with Delegation of Authority Bylaw No. 1855, 2017, as amended from time to time.
5. Town Council authorizes the Chief Administrative Officer or designate to deny or revoke Commercial Vendor Permits at his or her discretion.
6. All cancellations must be received in writing and within 3 days of the approved Commercial Vendor Permit being issued to the applicant for a full refund of fees. After 3 days, no refunds shall be issued.
7. Commercial Vendor fees are prescribed in the current Town of Creston Fees and Charges Bylaw.
8. Town Council authorizes the Chief Administrative Officer or designate, based on his or her discretion, to exempt non-profit organizations from paying Commercial Vendor fees.
9. Commercial Vendor Permits are non-transferrable.
10. If requested by the Town, applicants and event organizers will be required to provide 3rd party liability insurance in the amount of \$2,000,000, naming the Town as an additional insured, as per Town policy.
11. Commercial Vendors must sign a Waiver of Liability for the Town, on a form as provided by the Town of Creston.
12. Commercial Vendors must provide waste receptacles and be responsible for cleaning all litter generated by the operation of the business, within fifteen (15) metres of the set-up location.
13. Commercial Vendors must set up their mobile units or business activities in a location approved by the Town.
14. To obtain approval for the use of all Town parks and public places, the applicant must complete the required form(s) as provided by the Town of Creston.
15. Commercial Vendors wishing to use the Spirit of Creston Square must adhere to the regulations included in Part 7 of the Town's Parks, Trails & Public Places Regulations Bylaw No. 1788, or the current bylaw in effect.
16. Commercial Vendors may only operate between the hours of 7:00 a.m. and 10:00 p.m. in their approved locations, unless otherwise specified.
17. No unlicensed or uninsured vehicles are permitted within Town parks or public places, excluding municipal service equipment.
18. Commercial Vendors shall display to any person enquiring, a copy of a current Town of Creston Business Licence and Commercial Vendor Permit.
19. Commercial Vendors, where operating from any Town sidewalk or boulevard, must ensure a minimum clearance of 1.2 metres is provided at all times for pedestrian traffic (see Sidewalk Use Permit Policy).
20. Commercial Vendors shall not operate from any location within thirty (30) metres of a licensed business offering for sale the same or similar items as the Commercial Vendor or of any liquor licensed establishment.
21. Commercial Vendors shall ensure the requirements of the Ministry of Health, and all health standards and approvals, are met.
22. Commercial Vendors shall not create any noise that is disturbing to the surrounding neighbourhood.

Any violations of the above noted terms and conditions will result in permit revocation.

Applicant Initials _____

Acknowledgement and Signature(s)

I certify that that all information submitted in this application is correct and complete. I have read this application form in its entirety and I agree to abide by all posted regulations, the terms and conditions noted above, and all applicable Provincial and Municipal legislation, regulation and bylaws. I acknowledge that failure to comply with the above could lead to my removal from the booked area, immediate revocation of the Commercial Vendor Permit and possible monetary fines.

Applicant Signature: _____ Date: _____

The Town of Creston collects your information for the purposes of administering Town of Creston programs and services, including permits and licensing services, in accordance with Section 26 of *the Freedom of Information and Protection of Privacy Act (FOIPPA)*. Information collected with this form, including copies of any associated documentation submitted as part of this application, may be disclosed to the public in accordance with *FOIPPA*. If you have any questions about the collection and use of information, please contact the Town's Corporate Officer at 250-428-2214, ext. 210.

Office Use Only

Decision: Approved Denied

By: _____ Signature: _____ Date: _____

- | | | | |
|---|---|--|---|
| <input type="checkbox"/> Valid Business Licence | <input type="checkbox"/> 3 rd Party Liability Insurance Provided (if required) | <input type="checkbox"/> Fees Paid (if required) | <input type="checkbox"/> Permit Filed & Indexed |
| <input type="checkbox"/> Recorded in Parks Calendar (if required) | <input type="checkbox"/> Copy to Applicant | <input type="checkbox"/> Waiver Signed | |

Permit Number: _____



Commercial Vendor Permit Waiver of Liability

Waiver of Liability

Applicant Name: _____
Last First Initial

Business Name: _____

Business Licence # _____

Applicant Address: _____
Street Address Apartment/Unit #

City Province Postal Code

Commercial Vendor Activity: _____

Start Date: _____ End Date: _____

In consideration of the Town of Creston agreeing to permit the Applicant to use the above referenced location, the undersigned does hereby release the Town of Creston from any and all liability whatsoever and does hereby agree to indemnify and save harmless the Town of Creston.

The Applicant does hereby agree to use the location only for the purposes of the said use or event and strictly in accordance with any and all regulations, municipal, provincial or federal, applicable to holding the said use or event in the above referenced location.

DATED at the Town of Creston this _____ day of _____ 20 .

The Applicant, by its proper officers authorized to sign on its behalf:

Authorized Signatory

(C/S)

Authorized Signatory

Commercial Vendor Permit

Applicant Name: _____
Last First Initial

Business Name: _____

Business Licence # _____

Applicant Address: _____
Street Address Apartment/Unit #

City Province Postal Code

Nature of Proposed Commercial Vendor Business: _____

Dates of Commercial Vendor Business: _____

Location of Commercial Vendor Business: _____

You are hereby given permission to use the location as noted above and in accordance with the Town of Creston Commercial Vendor Policy provided the following conditions/changes, if any, are met:

Dated this _____ day of _____, 20____.

Director of Community Services
Town of Creston

Permit Number: _____

Note: Permit must be displayed visibly at business.