



Permit Application for use of City of Thorold:

Passive Park Permits

Applicant-Group Name

(1) Account Administrator	Address		Postal Code
Email	Home	Mobile	
(2) Account Administrator	Address		Postal Code
Email	Home	Mobile	

Date & Time Details

This application is for a:

- Special Event
 Recurring Weekly
 Single Use Rental

Facility Usage Details

Day	Time(s)	Date(s)	Location/field/amenity:
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			

Rental Description:

- Child's birthday
 Family/ Friend Gathering
 Community Event
 Other

Total Number of participants/ guests: _____

- Do you have your own insurance?
 If insurance cannot be provided, it will be automatically charged to the permit.

Please provide a brief summary of your event and the space in the park you would like to use:

City of Thorold Parks

- | | | |
|---------------------------|----------------------------------|--------------------------|
| Allanburg Baseball Park | Jaycee Centennial Park | Rolling Meadows Park |
| Allanburg Community Park | Martin Street Park | South Confederation Park |
| Battle of Beaverdams Park | McAdam Park | Sullivan Park |
| Beaverdams Village Park | McMillan Park | Thorold Community Park |
| C.E Grose Park | Mel Swart Lake Conservation Park | Winterberry Park |
| Decew Heritage Park | Memorial Park | |
| Hutt Park | Port Robinson Park | |

City of Thorold Park Amenities

- | | | |
|-----------------------------------|-----------------------|------------------------------------|
| BOB: Bandshell | McAdam Park Pavillion | Thorold Community Park Pavilion |
| South Confederation Tennis Course | Port Robinson Gazebo | Thorold Community Park Bocce Court |
| Decew House Monument | | |

Notes: The user will inspect the premise immediately prior to use and advise the municipality of any hazards or areas of concern requiring maintenance. This permit will include any mutually agreed upon dates and times for field usage.

Notes:

Personal information collected will be used for the purposes indicated only, in accordance with the Municipal Freedom of Information & Privacy Act. Questions regarding the collection of personal information may be directed to the Office of the Municipal Clerk.

Important: SEE REVERSE SIDE FOR RULES AND REGULATIONS GOVERNING THE USE OF CITY OF THOROLD: ATHLETIC FIELDS, PARKS AND FACILITIES.

"I hereby acknowledge and have read and understand the rules and regulations of this agreement and release the City of Thorold from all claims for damages arising from the use of the facilities listed."

(1) Signature of Applicant

Date

(2) Signature of Applicant

Date

GENERAL RULES AND REGULATIONS

FOR THE USE OF CITY OF THOROLD ATHLETIC FIELDS, PARKS & FACILITIES

1. The City of Thorold does not accept any responsibility for personal injury or death of any person, or damage, or for the loss or theft of any article of clothing, personal belongings or equipment of the applicant or organization, or for anyone in attendance, and by applying for this Permit the applicant and the Permit Holder hereby waive all such claims as against the City.
2. The applicant shall indemnify and save harmless the Corporation of the City of Thorold from any and all liabilities, damages, costs, claims, suits or actions arising out of the use or occupation of the premises by the applicant, and such indemnification shall continue in effect after the expiry of this agreement with respect to any such matter arising during the occupation of the said premises by the applicant.
3. Alcoholic beverages are **NOT PERMITTED** in parks and athletic fields unless authorized by the City in accordance with Municipal Alcohol Policy and Provincial legislation. Additional forms are required for events with alcohol.
4. This permit may not be altered or transferred. Seven days written notice for cancellations must be given to secure a full refund. All other cancellation requests will be evaluated and refunded at the discretion of the Community Programs Supervisor.
5. Permit holders are expected to treat other park users with dignity and respect. Permits should always be accessible by group representatives while Park & Amenities are in use for verification purposes. It is the responsibility of the Permit Holder to ensure minimal disturbance to other park users. Any discrepancies should be brought to the attention of City staff immediately.
6. No cars other than service or emergency vehicles are allowed on parks and athletic fields not designed as roads or parking areas.
7. No changes or additions to electrical wiring are to be made without written permission. Requests must be submitted with this application, to the City of Thorold in ample time for implementation. All costs relating to these requests will be charged to the user.
8. Where additional costs are incurred for supplementary maintenance or damages, during use of parks or amenities, all such costs are to be borne by the user. The charges for all labour costs not normally provided by the City will be in accordance with the Union Agreement.
9. Permit Holder's must ensure their event operates in accordance will all Municipal By-Laws and Provincial legislation. These include, but are not limited to the City of Thorold Noise By-Law, Nuisance By-Law and Parking By-Law.
10. The City of Thorold reserves the right to withhold athletic facilities or cancel permits for reasons such as; persistent use of closed facilities by permit holders, municipal strike, special events, non-payment of required fees, abuse of facilities or when facilities are deemed unsuitable for play by the City.
11. No refunds will be issued for withheld park facilities for reasons indicated previously in No. 10, all other requests for a refund will be based on an individual basis.
12. The user is responsible for any applicable taxes, such as Goods and Services Tax and any taxes imposed on the sale of tickets. All arrangements in regard to taxes on the sale of tickets are to be made directly with the Controller of Revenue for the Province.
13. Each group using the park or athletic field is expected to leave the area as clean as possible. Major clean-up for special events will be charged to the user for all labour costs as indicated previously in No. 8.
14. If any damage has been caused by the group, it should be reported early the next morning to the City: 905-227-6613 ext. 263.
15. No large accessories and equipment are permitted to be brought into the park without City approval. Items such as carnival games, bouncy castles, DJ equipment, portable stages and lighting apparatus require approval. All amusement devices and equipment brought into the park by a Permit Holder must be approved by the Community Programs Supervisor.
16. It is mandatory that all City of Thorold users provide proof of insurance listing the City of Thorold (3540 Schmon Parkway, Thorold ON) as additional insured for no less than \$2 million liability. The City has a User Group Insurance Program in place, which may be able to provide the appropriate coverage.
17. It is recommended that all groups have first aid kits available for use by their participants/ guests
18. The following items are not permitted in City parks: pressurized gas containers, candles, open flame, smoke machines, fog machines, and dry ice. The Permit Holder will be responsible for any costs associated with maintenance, damage or emergency service dispatch associated with use of these items.
19. The Permit Holder is responsible for the actions of their participants. All participants of a permit shall only use the park and amenities listed on their permit and shall not access other areas of the park without permission. All participants of a permit shall follow the rules and etiquette of the facility. The City holds the right to terminate this permit at any time for misuse of facilities by the Permit Holder and its participants.
20. All Thorold Athletic Fields, Parks, and Park Amenities are smoke free, tobacco free, vape free and cannabis free. Park users must adhere to all local and provincial regulation. All smoking/ vaping cannot be done within 30 metres of municipal park property.
21. All special events catering to members of the public must be approved by the Community Programs Supervisor. Additional documentation and forms may be required at the discretion of the Supervisor. Special events must be arranged no less than one month in advance and may not take precedence over a regularly scheduled program if inadequate notice is given for the change of such scheduled activities.
22. Only the permit applicant listed on this form may request changes to the permit.

City of Thorold - Public Works & Community Services Department
Phone: 905-227-6613 Ext 403 Email: community.services@thorold.ca Website: www.thorold.ca

Applicant Initials

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