

Community Services

9575 Port Franks Road, R.R. #1 Thedford, ON N0M 2N0 T: 519-243-1400 / 1-866-943-1400 www.lambtonshores.ca

Temporary Use of a Municipal Road Application & Agreement

PRIOR TO SUBMITTING AN APPLICATION, applicants are required to review Lambton Shores Policy #082 Temporary Use of a Municipal Road or Right of Way for a Special Event or Boot Toll.

Date of the Event:					
Location:					
Roads to be Closed/Toll Location:					
From:			to		
Contact Information – Please Print					
Organization:			Event Name:		
Contact Person:			Phone (day):		
Phone (evening):			Cell Phone:		
Contact Mailing Address:					
Postal Code:			Fax Number:		
Alternative Contact – Name and Phone:					
Type of Event (Please check):					
□Parade □Wa	alkathon	□Run	□Toll		
□ Event/Festival – Please Specify:					
□Other – Please Specify:					

Road Closure □ Full Road Closure □ Sidewalks Only □ Partial Road Closure (one lane only) □ Interruption of Traffic

Event Details

Start Date (MM/DD/YY)	Start Time	Finish Date (MM/DD/YY)	Finish Time
	□AM		□AM
	□PM		□PM

Description of Event

A detailed map of the road closure is to be submitted with the application.

Request for "In Kind" Services

Item	Quantity
Pylons	
Wooden Barricades	

^{**} All other equipment requirements including safety vests are the responsibility of the event organizer.

Responsibility of Requesting Organization

A MINIMUM OF 7 DAYS PRIOR TO THE EVENT:

- 1. Provide written notification of the event, including full details, to the OPP, appropriate Fire Department and Ambulance Service, and furnish the Municipality with a copy of the correspondence;
- 2. Place an ad in the local paper, notifying residents of the event, and specifying the hours of the event (copy to be provided to the Municipality);
- 3. Provide written notification of the event to all businesses that front on the portion of the road to be closed for the event;
- 4. Agree to have at least 4 people at each location;
- 5. Agree to utilize the safety equipment, including, but not limited to safety vests;
- 6. Agree to take every precaution possible for the protection of participants and the travelling public;
- 7. Provide a copy of its liability insurance policy and certificate of insurance in the amount of \$2 million limit on a per occurrence basis which includes the Municipality of Lambton Shores as an additional insured.

Insurance policies must be underwritten by an insurer licensed to conduct business in the Province of Ontario.

On behalf of the organization I (we) agree to the above conditions and to take every precaution possible for the protection of the members of our organization, participants and the public and further agree that:

The organizers and their successors and assigns will protect and save harmless the Corporation of the Municipality of Lambton Shores from all claims, demands, loss, costs, damages and expenses which the said Corporation or its successors may at times hereafter sustain or be liable for in consequent of the Municipal approval.

Print Name (Organizer)	Signature (Organizer)
Print Name (Organizer)	Signature (Organizer)
Contact Name	Telephone Number

Area Manager Comments: Director of Community Services Comments: Follow up required: Checklist: Insurance Detailed Map Copy of written notification to emergency services Copy of newspaper advertisements

Approval Date:

Approved By: _____

Signature: