

City of Woodstock

Circus and Carnival Application

Municipal Code 567

[Click here to read by-law](#)

OFFICE USE ONLY
Date Received _____
Licence # _____
Date Issued _____

Application Fee - \$165

General Information	Please Print
Applicant's Name (first and last)	_____
Business (or Corporation) Name	_____
Home/Business Address (complete)	_____
Home/Business Phone Number	_____
Mailing/Billing Address (if different)	_____
Email Address	_____
Location of Event(s)	_____
Date(s) of Operation	_____
Driver's Licence	_____

Circus

Carnival

Midway

If other (please describe below)

The following information shall be attached to the application for:

Carnival and Midway Events:

1. Current ride operator's licence from Technical Standards Safety Authority;
2. A list of all of the devices to be operated at the event; and
3. A current permit for each device to be operated and a copy of the last inspection certificate from Technical Standards Safety Authority.
4. Certificate of Insurance certifying that public liability insurance in an amount of not less than \$5,000,000 is in force for such event. The City of Woodstock shall be additional insured named in any policy issued to provide public coverage and no such policy shall be cancelled or varied without notice to the City of Woodstock.
5. Bond in the form of Cash or Certified Cheque for a minimum of \$500

Circus:

1. Certificate of Insurance certifying that public liability insurance in an amount of not less than \$5,000,000 is in force for such event. The City of Woodstock shall be additional insured named in any policy issued to provide public coverage and no such policy shall be cancelled or varied without notice to the City of Woodstock.
2. Bond in the form of Cash or Certified Cheque for a minimum of \$500.

The licensee hereby certifies that:

- a. No person shall operate a carnival, midway or circus in the City of Woodstock without first having obtained a certificate of insurance
- b. The City of Woodstock shall be an additional insured named in any policy issued to provide public coverage and no such policy shall be cancelled or varied without notice to the City of Woodstock;
- c. No person shall operate a carnival, midway or circus in the City of Woodstock unless or until there has been deposited with the City a bond in the form of cash or certified cheque in the amount of at least \$500.00. Such bond may be held by the City for a period of fifteen days after completion of the event and may be used by the City to rectify damage or undertake cleanup caused by the event.
- d. The licensee shall keep the area being utilized for an event and the surrounding area in a clean and tidy condition and clear of any hazard to the public;
- e. In the event of accident or mishap arising out of the operation of any carnival ride or like contrivance and causing personal injury, the ride or contrivance shall not be operated until an investigation has been made by the Technical Standards Safety Authority and/or any other body with jurisdiction and authority to re-operate has been provided to the City of Woodstock by the jurisdictional body.

Dumping of Wastewater

Pursuant to the provision of the City of Woodstock Municipal Code Chapter 617, no person shall discharge wastewater directly into the storm water system. Any person who contravenes the provisions of Municipal Code Chapter 617 is guilty of an offence and upon conviction is liable to a fine as provided in the Provincial Offences Act.

Wastewater may be disposed of at the following location:

**Woodstock Water Pollution Control Plant
195 Admiral Street
Woodstock, ON**

I hereby certify that I have read and understand the information contained in this application. I further certify that the information contained in this application is true and I agree that I will abide by all of the provisions of the City of Woodstock Municipal Code Section 567 and amendments thereto and any other applicable municipal regulations that may apply to the operation of an Circus and Carnival Licence. The fee has been submitted with this application.

Applications must be submitted a minimum of 14-21 business days prior to the event date and will be delayed if all requested information and documentation is not received to the Clerk’s Department in a timely manner.

Signature of Applicant

(entering your name is representative of your signature)

Signature of Witness

(entering your name is representative of your signature)

Today's Date: _____

Issuance of this licence maybe subject to the following department approvals:

Chief Building Official

Fire Department

City Clerk

Southwestern Public Health

Notice of Collection

Personal information contained on this form is collected by the Corporation of Woodstock under the authority of the *Municipal Act* and will be used by the City in making decisions on this Circus and Carnival Licence. Questions about the collection of this information may be made to the City Clerk, 500 Dundas Street, P.O. Box 1539, Woodstock, Ontario, N4S 0A7, or by telephoning 519-539-2382 ext. 2500, during business hours.