

### Hawker and Peddler Licence Application (EVENT PROMOTER)

**Attention: The business information set out on this form is public information and will be released to any person who makes a request for it.**

An “Event Promoter” means the person or an organization promoting an event within the City of St. Catharines that has hawkers and peddlers in attendance. This licence is required anytime there is an event that is hosting numerous vendors who will be selling wares, goods and food. The organization or company that is hosting the event must obtain this licence as they are responsible to ensure that everyone has proper TSSA Certification, insurance and Health inspections.

**Personal information is protected under the following legislation:** In accordance with the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c.M.56, Section 28(2), this is to advise you that the personal information collected on this form will ONLY be used for the proper administration to process a business licence application.

**PLEASE COMPLETE THE HIGHLIGHTED PORTIONS**

**Date of Application:** \_\_\_\_\_

**Name of Business:** \_\_\_\_\_

**Business Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **Postal Code:** \_\_\_\_\_

**Business Phone Number:** \_\_\_\_\_

**Business Owner’s Name:** \_\_\_\_\_

**Home Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **Postal Code:** \_\_\_\_\_

**Home Phone Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Business Operator’s Name (if different from owner):** \_\_\_\_\_

**Home Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **Postal Code:** \_\_\_\_\_

**Home Phone Number:** \_\_\_\_\_

**Type of Sales:** \_\_\_\_\_ **Method of sales:** \_\_\_\_\_  
(By hand, cart, vehicle, stand, etc.)

**Use of Propane:** Except as automobile fuel  
**TSSA Inspection Certificate required**      Yes: \_\_\_\_ No: \_\_\_\_

**Days of Operation:** \_\_\_\_\_

**Hours of Operation:** \_\_\_\_\_ a.m. \_\_\_\_\_ p.m.

**Sales Location:** \_\_\_\_\_

**Agreement(s) required:** Yes: \_\_\_\_\_ No: \_\_\_\_\_

**Attachments:** **Payment:** \_\_\_\_\_ **Letter(s) Permission:** \_\_\_\_\_

**Site Plan:** \_\_\_\_\_ **Photograph:** \_\_\_\_\_

I/WE \_\_\_\_\_ HEREBY MAKE APPLICATION FOR THE ABOVE-NOTED LICENCE AND AGREE TO OPERATE THE SAID BUSINESS IN ACCORDANCE WITH THE BY-LAWS AND REGULATIONS OF THE CITY OF ST. CATHARINES. I/WE CERTIFY THAT THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE AND CORRECT.

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

Event Promoter Fee: \$215.00

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We require the following documentation:

- A completed application from the event operator
- Letter of Permission from the Property Owner (if operating on private property),
- Park Permit (if you wish to operate on City Property)
- A detailed site plan. This can be hand drawn, but it will need:
  - measurements as to distance from sidewalks and roads
  - where cooking instruments/vendors will be located
  - tents
  - Porta-potties