



## WFN SPECIAL EVENTS LAW 2019

### SPECIAL EVENT PERMIT APPLICATION FORM

#### FORM A (Section 3, 4.2)

Permit Fee of \$ _____ Application received: _____, 20__
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The [WFN Special Events Law 2019](#) prohibits the holding of a Special Event without a permit. This Application Form must be fully completed and submitted to WFN at least sixty (60) days prior to the Special Event. This Permit contains conditions which must be complied with by the Applicant, who, should a Permit be granted, covenants and agrees with WFN to comply with such Permit conditions and all provisions of the Law.

Completed applications and supplemental information should be submitted to [specialevents@wfn.ca](mailto:specialevents@wfn.ca) or hand delivered to Westbank First Nation Attn: Legal Services at 301-515 Highway 97 South, Kelowna BC V1Z 3J2.

#### PART ONE

##### A. APPLICANT

1. Full legal name, address, email address, telephone, facsimile and cellular numbers of the Applicant:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Full legal names, addresses and telephone, and cellular numbers of any affiliated organizations or sponsors:

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**B. EVENT**

3. Name of Special Event Applied for:

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4. Date(s) of Special Event:

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5. Nature of Special Event:

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6. Location of Special Event (give street address):

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7. Estimated attendance per day: \_\_\_\_\_

Estimated total attendance for event: \_\_\_\_\_

8. Admission(s) to be Charged: \_\_\_\_\_

9. Hours of each day Special Event to be held including hours required for set-up and clean-up:

Set-up: \_\_\_\_\_ hours per \_\_\_\_\_ days

Special Event: \_\_\_\_\_ hours per \_\_\_\_\_ days

Clean-up: \_\_\_\_\_ hours per \_\_\_\_\_ days

**PART TWO**

**C. CONDITIONS**

10. Describe fully arrangements for the following, as applicable (attach further sheets if necessary):

(a) drinkable water supply: \_\_\_\_\_

\_\_\_\_\_

(b) toilet facilities: \_\_\_\_\_

\_\_\_\_\_

(c) garbage collection, recycling, and removal: \_\_\_\_\_

\_\_\_\_\_

(d) food and drink storage, preparation, dispensing and use: \_\_\_\_\_

\_\_\_\_\_

(e) off-street parking of motor vehicles, as that term is defined in the *Highways Act*:

\_\_\_\_\_

(f) policing, emergency response, and other necessary security on and around the site:

\_\_\_\_\_

(g) traffic control on and around the site: \_\_\_\_\_

\_\_\_\_\_

(h) provision of a police, security, and emergency response command post: \_\_\_\_\_

\_\_\_\_\_

11. Estimated number of employment opportunities for Westbank First Nation Members:

\_\_\_\_\_

12. A refundable Security Deposit in the amount of \$\_\_\_\_\_ received on \_\_\_\_\_, 20\_\_\_\_. The deposit will be returned to the Applicant within 14 days of receipt by Council of confirmation from the WFN Law Enforcement Officer of satisfactory completion of Permit conditions.

**D. CONSENT**

The following person(s) hereby consents to the Special Event being held on the site described above which the following person(s) represent and warrant to be responsible for:

Witness Signature: \_\_\_\_\_ )  
Signature: \_\_\_\_\_ )  
Print Name: \_\_\_\_\_ )  
Dated: \_\_\_\_\_ )  
Address: \_\_\_\_\_ )  
Occupation: \_\_\_\_\_ )

Witness Signature: \_\_\_\_\_ )  
Signature: \_\_\_\_\_ )  
Print Name: \_\_\_\_\_ )  
Dated: \_\_\_\_\_ )  
Address: \_\_\_\_\_ )  
Occupation: \_\_\_\_\_ )



**WFN SPECIAL EVENTS LAW 2019**

**OCCUPANT SAVE HARMLESS AND CONSENT AGREEMENT**

**FORM B**

(To be signed by the lawful Occupant/Applicant of the site on which the Special Event is to take place.)

I/WE \_\_\_\_\_, being the lawful  
Occupant(s)/Applicant(s) of \_\_\_\_\_, consent to the holding of the  
following Special Event on the above described site:

Name of Special Event: \_\_\_\_\_

Date(s) of Special Event: \_\_\_\_\_

And agree that:

I/we shall be liable for all loss, costs, damages, and expenses whatsoever incurred or suffered by Westbank First Nation, its elected officials, officers, employees, agents and members (the "Indemnities") including but not limited to damage to or loss of property and loss of use thereof, and injury to or death of a person or persons resulting from or in connection with the holding of the Special Event, excepting only where such loss, costs, damages and expenses are as a result of the sole negligence of the Indemnities.

I/we shall defend, indemnify and save harmless the Indemnities from and against all claims, demands, actions, proceedings, and liabilities whatsoever and all costs and expenses incurred in connection therewith and resulting from the holding of the Special Event, excepting only where such claim, demand, action, proceeding or liability is based on the sole negligence of the Indemnities.

SIGNATURE OF OCCUPANT/APPLICANT: \_\_\_\_\_

SIGNATURE OF OCCUPANT/APPLICANT: \_\_\_\_\_

DATE: \_\_\_\_\_

NOTE: Personal information collected on this form is collected for the purpose of processing this application and for administration and enforcement of this [WFN Special Events Law 2019](#). If you have any questions about this collection, please contact the WFN Law Enforcement Officer.