## **SCHEDULE 25**

## SPECIAL EVENT

- 1. In addition to the licensing requirements set out in section 4 of this By-law, an Applicant for a Special Event Licence shall supply the following:
  - a) for a Class "A" licence:
    - i. Fire Approval;
    - ii. Proof of Insurance; and
    - iii. Animal Services Provider Approval, if Animals are involved
  - b) for a Class "B" licence:
    - i. The documents listed in section 1a) above; and,
    - ii. Health Approval, if applicable.
- 2. Other than those establishments identified in section 3, below, a "Class A" Licence is required for all Special Events.
- 3. A Class "B" licence shall be required for the following:
  - a) a Special Event with Food Trucks and Refreshment Vehicles; and
  - b) Aa Special Event that includes the sale of Food, Food Products, or Refreshments
- 4. Every Special Event Licensee shall:
  - i. have written permission of the owner of the private property consenting to the use of their property;
  - ii. provide a description of all merchandise, food, goods, or services offered:
  - iii. provide a list of all vendors attending the event, if applicable;
  - iv. provide proof of Registered Charity status or Neighbourhood Association status, where applicable;
  - v. provide evidence of authorization pursuant to the *Technical Standards* and *Safety Act*, 2000, for each ride that is part of the Special Event;
  - vi. keep the grounds and premises in good order; and
  - vii. ensure there are satisfactory washroom facilities, refuse receptacles, and security measures in place.

- 5. No Special Event Licensee shall:
  - a) permit amplified noise that contravenes Chapter 450 of The City of Kitchener Municipal Code unless an exemption has been granted by Council or the Director of By-law Enforcement; or
  - b) sell or offer to sell goods or services other than those goods or services identified in the Licence.
- 6. All Special Events or parts thereof shall cease operating not later than 11:30 p.m. each day of the event, and the grounds shall be completed cleared of all public patrons within one hour after the closing hour of 11:30 p.m.
- 7. The provision in section 6 above shall not apply to any Special Event where the Licensee has been issued a liquor licence from the Alcohol and Gaming Commission of Ontario.