



Resort Municipality of Whistler
Whistler Village Event Permit Application
4325 Blackcomb Way Whistler B.C. V0N 1B4

Permit # _____

Contact Name: _____ Event Date(s): _____
Event Name: _____ Mailing Address: _____
Contact Number: _____ City/Province: _____
Email Address: _____ Postal Code: _____
Event Website: _____

Resort Municipality of Whistler (RMOW) Whistler Village Event Permit Process

1. Please complete permit application, sign and email back to the Village Animation Supervisor.
2. Provide a site layout drawn to scale and route map (if applicable) and attach with Permit Application.
3. A Certificate of Insurance is required - see last page.

Other

1. Do you require a **Health Permit**? http://www.vch.ca/your_environment/food_safety/permits/
2. Do you require a **Special Occasion License**? <http://www.pssg.gov.bc.ca/lclb/apply/special/>
3. Do you require a **business license**? <http://www.whistler.ca/business/business-licences>
4. Any **unmanned aircraft** use (filming/photography) will require a permit: <https://www.whistler.ca/filming>
5. Any **electrical** connections over 15A 120V require a permit: <https://www.technicalafetybc.ca/>

Event Information

Notification

How and when will effected businesses and residents be notified?

First Aid & Safety

What first aid previsions have been identified?

Waste Management

Will event waste be generated onsite?

Yes – Solid Waste Management Plan required
No

Any sampling of food, beverage or merchandise?

Please provide exhibitor names, products & locations.

Yes – Solid Waste Management Plan required
No
Exhibitors onsite will not be sampling

Event Category

- ☐ Free Public Event
☐ Fundraiser
☐ Private Event
☐ Street Entertainment

Event Type

- ☐ One day
☐ Multi- day event
☐ Walk, Run or Bike
☐ Corporate Function/Promotion

Event Schedule

Set up start time _____ Expected Attendees _____
Event start time _____
Event Finish time _____ Expected Participants _____
Take-down completed _____
Multi-day schedule info _____

Event Information

Event Description

Please let us know what the purpose of your event is and the benefits to our visitors and residents.

Outdoor Village Facility Locations (Please check)

- | | | |
|--|---|---|
| <input type="checkbox"/> Village Square | <input type="checkbox"/> Village Common | <input type="checkbox"/> Town Plaza Gazebo |
| <input type="checkbox"/> Mountain Square | <input type="checkbox"/> Town Plaza | <input type="checkbox"/> Whistler Olympic Plaza Stroll Area |
| <input type="checkbox"/> Skate Park | <input type="checkbox"/> Bike Jump Park | |

Event Details

Please be as descriptive as you can.

Tents on site?	Size of tents? Number of tents? How will they be weighted down?	
Any Temporary Structures? Please provide details.	Location, installation & strike schedule Engineers letter of approval is required	
Power Required?	Generator use is not permitted. Electrical details required: Amperage, voltage, phase information	Yes - regular outlet Yes - more than 15A 120V - Provide Technical Safety BC No Permit Number _____
Amplified Sound?	Please describe. (Live music, recorded music, speeches, announcing)?	
Banners, signage on site?	Size of banners? Number of banners? Please provide artwork for approval	
Security Details (overnight &/or crowd security)	Provide security plan and onsite contact details for security company	
Merchandise sales?	Will event specific merchandise be sold onsite? A business license may be required.	

Certificate of Insurance Information (Note: there are additional requirements for Day Lot and Village Common use)

Resort Municipality of Whistler Insurance Requirements:

- A. Inclusive liability of \$2 million minimum in Canadian funds (certain events will require higher coverage)
- B. Document must include a cross liability clause.
- C. The following must be **additional insured** included in the coverage:
 - 1. Resort Municipality of Whistler
 - 2. Whistler Village Land Co. Ltd.

Signed By

Date

I HEREBY submit under this Special Events Permit in accordance with the particulars stated above and declare that these statements are true and correct and further, I understand if a Permit is granted I will comply with all bylaws and regulations of the Resort Municipality of Whistler. I also agree to hereby release and forever hold harmless the Resort Municipality of Whistler from all manner of actions including damage to property or personal injury in any third party resulting from participation in this event.