



APPLICATION TO HOLD AN EVENT WITHIN NANAIMO HARBOUR LIMITS

Please complete the following section and return to the Harbour Master, Nanaimo Port Authority, 100 Port Drive, Nanaimo, BC (mail: PO Box 131, Nanaimo BC V9R 5K4) (tel. 250-753-4146 fax 250-753-4899) for processing.

OFFICIAL NAME OF PROPOSED EVENT _____

DATE(S) & TIME(S) OF PROPOSED EVENT _____

ORGANIZATION RESPONSIBLE FOR EVENT _____

*CONTACT PERSON(S) ORGANIZING THE EVENT – Please provide name(s), address(s), telephone number (s)

*Email: _____

*APPLICANT NAME _____ *Cell: _____

*Event day contact information will be made available on the Nanaimo Port Authority website.

BREIF DESCRIPTION OF PROPOSED EVENT _____

LOCATION OF PROPOSED EVENT _____

EXPECTED NUMBER OF PARTICIPANTS _____

ANY SPECIFIC SAFETY ISSUES WHICH MAY BE OF CONCERN, e.g. navigational hazards, fire hazards, water hazards or public safety concerns. Please provide a safety plan when submitting application for events occurring on the water.

WHAT ASSISTANCE WILL BE REQUIRED FROM THE NANAIMO PORT AUTHORITY BEFORE, DURING OR AFTER THE PROPOSED EVENT?

APPROVAL TO CONDUCT AN EVENT WITHIN NANAIMO HARBOUR

Approval is given for _____

to take place on _____ day of _____, _____ at _____ (time) subject to the following requirements:

- 1. All persons involved in the event shall comply at all times with the NPA Practices and Procedures, a guideline for Operations and Regulations of Nanaimo Port Authority and all other relevant safety regulations.
2. A copy of the Certificate of insurance is to be forwarded to the Port Authority with a minimum \$3,000,000 public general liability coverage for the event and must include a cross liability clause and personal injury coverage. The certificate must identify the Nanaimo Port Authority, its employees and its agents as additional named insured with respect to the event only.
3. _____ will indemnify and defend Her Majesty the Queen in the Right of Canada, Nanaimo Port Authority, its agents, tenants and lessees against all suits, actions, claims, costs or demands arising from the above proposed event,

Other Requirements:

NPA Authorized Signature

Authorized Signature of Applicant

Date

Date