



**COMMUNITY SPECIAL EVENT
APPLICATION FOR
EVENT ORGANIZERS**

THIS APPLICATION FORM **MUST** BE FILED WITH LAMBTON PUBLIC HEALTH **2 WEEKS PRIOR** TO ANY EVENT HELD IN LAMBTON COUNTY. **PLEASE PRINT.**

EVENT INFORMATION

NAME OF EVENT:	EVENT LOCATION (ADDRESS):	
EVENT DATE(S):	TIME(S) OF OPERATION (a.m. - p.m.):	EXPECTED ATTENDANCE:

CO-ORDINATOR / ORGANIZER INFORMATION

CONTACT PERSON:	PHONE #:	FAX #:
MAILING ADDRESS:	EMAIL:	

IS THE FOOD BOOTH RUN BY ONE OF THE FOLLOWING GROUPS?

RELIGIOUS ORGANIZATION NAME:	SERVICES CLUB NAME:	FRATERNAL ORGANIZATION NAME:
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WILL YOU BE CLAIMING AN EXEMPTION FROM THE FOOD PREMISES REGULATION FOR THE ENTIRE EVENT? YES NO

THE SMOKE-FREE ONTARIO ACT, 2017 (SFOA)

PLEASE CHECK:

- I HAVE THE REQUIRED SFOA SIGNAGE
- I NEED THE REQUIRED SFOA SIGNAGE
- I WILL ENSURE STAFF AND VOLUNTEERS ARE TRAINED AND AWARE OF SFOA REGULATION
- I WOULD LIKE TO BORROW SMOKE-FREE EVENT SIGNAGE

PROVIDE THE FOLLOWING INFORMATION - METHOD OF WATER SUPPLY

MUNICIPAL:	COMMERCIALY BOTTLED:	WELL & LOCATION:	HAULED MUNICIPAL WATER (include name & phone #):
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HYDRO:

WILL ELECTRICITY BE PROVIDED TO VENDORS? YES NO
WILL BACKUP POWER BE AVAILABLE? YES NO

SEWAGE WASTE WATER AND GARBAGE DISPOSAL

METHOD OF SEWAGE DISPOSAL: <input type="checkbox"/> MUNICIPAL <input type="checkbox"/> PRIVATE/SEPTIC
METHOD OF WASTE WATER DISPOSAL: <input type="checkbox"/> HOLDING TANK <input type="checkbox"/> GRAY WATER CONTAINERS <input type="checkbox"/> OTHER
NUMBER OF GARBAGE RECEPTACLES ON-SITE: _____ NUMBER OF DUMPSTERS: _____

PUBLIC WASHROOM FACILITIES AND HAND WASHING STATIONS

TYPE OF TOILETS AND HAND SINKS: PERMANENT PORTABLE

NAME OF SUPPLIER FOR PORTABLE UNITS:

NUMBERS AVAILABLE	TOILETS	URINALS	HAND-WASHING STATIONS
MALE			
FEMALE			

SITE PLAN FOR EVENT

MUST INCLUDE: ALL FOOD AND/OR BEVERAGE VENDORS, WASHROOM FACILITIES, PUBLIC HAND WASH STATIONS, GARBAGE DISPOSAL, ELECTRICAL SOURCES, WATER SOURCES, WASTE WATER DISPOSAL. COVID-19 precautions include: Entrance/exit locations, directional markings, 6 feet between patron and vendor tables, passive screening signs, face mask signage poster, workplace safety plan location, entrance lineup markings (2m), contact tracing book location, hand sanitizer stations, cleaning schedule, capacity limit posting at entrance, cleaning schedule.