



Lands Department  
 2460 Falcon Way  
 Tsawwassen, BC V4M 4G4  
 Phone: 604-948-0694  
[www.tsawwassenfirstnation.com](http://www.tsawwassenfirstnation.com)

## PUBLIC EVENT PERMIT APPLICATION FORM

<b>Public Event Permit Type</b>		
Please review the TFN Public Event Regulation prior to completing and submitting the application form at <a href="https://tsawwassenfirstnation.com/pdfs/TFN-Laws-Regulations-Policies/Regulations/Public%20Events%20Regulation%202022.10.04.pdf">https://tsawwassenfirstnation.com/pdfs/TFN-Laws-Regulations-Policies/Regulations/Public Events Regulation 2022.10.04.pdf</a>		
<input type="checkbox"/> Indoor Events (Complete <b>Section A</b> ) <input type="checkbox"/> Outdoor Events (Complete <b>Section A</b> and <b>Section B</b> )		
<b>Property Information</b>		
Property Address:		
Event Location on Property:		
<b>Owner Information</b> (to be completed by head tenant where applicable if TFN is the owner)		
Name of Registered Owner (or Head Tenant):		
<i>This application is made with my full knowledge and consent:</i> Signature of Registered Owner/Head Tenant: _____ Date: _____ <i>(Or attach an owner's authorization letter if owner's signature is not provided on this form)</i>		
<b>Applicant Information</b> (to be completed if applicant is not the owner)		
Name of Contact (if Applicant is a company):		
Name of Applicant:		
Mailing Address:		
City:	Postal Code:	
Phone:	Cell:	Email:
Business License No.: _____		
All businesses MUST have a valid Business License to operate on Tsawwassen Lands. Apply to the Lands Department for a business license if you do not have one.		
<i>This application is made with full knowledge that I am the sole agent for the owner(s) and will be the only contact with Tsawwassen First Nation Lands Department. By signing below the applicant agrees to be solely responsible to pay all policing, clean-up and other costs and agrees to release, indemnify and save harmless the Tsawwassen First Nation, its elected and appointed officers and employees from and against all claims, actions, causes of action, suits, demands, expenses, fees or fines arising from the holding of the event:</i>		
Signature of Applicant/Authorized Agent: _____ Date: _____		

## General Requirements

<input type="checkbox"/>	Full application package	Submit completed Application Form with accompanied drawings and documents to <a href="mailto:planningpermits@tsawwassenfirstnation.com">planningpermits@tsawwassenfirstnation.com</a> or in-person to the TFN Lands Department, at least 90 calendar days before the first day of any Event. Submissions must be in digital form, hard copy drawings and documents may be requested by TFN after Preliminary Review.
<input type="checkbox"/>	Fees and Damage Deposits	Public Event Permit Fee: \$250/day of Event, due per TFN fee slip Damage Deposit: up to \$5000, due per TFN fee slip Fees and Damage Deposits may be paid by cash or cheque
<input type="checkbox"/>	TFN Regulations	Review the following TFN Regulations at <a href="https://tsawwassenfirstnation.com/governance-overview/regulations/">https://tsawwassenfirstnation.com/governance-overview/regulations/</a> <ul style="list-style-type: none"> <li>• Public Events Regulation</li> <li>• Good Neighbour Regulation (Prohibited Noises and Quiet hours)</li> <li>• Zoning Regulation (Permitted Uses within the Zone)</li> <li>• Fire Regulation</li> <li>• Traffic and Parking Regulation</li> </ul>
<input type="checkbox"/>	External Agencies	The following <u>are required</u> to be supplied as part of the Application for all Outdoor Events and <u>may be required</u> for Indoor Events: <ul style="list-style-type: none"> <li>• Written approval from Fraser Health for any food service</li> <li>• Written approval from Delta Fire</li> <li>• Written approval from Delta Police</li> <li>• Confirmation of BC Special Event Permit Application (if serving alcohol at the special event)</li> </ul>

## Submission Checklist

(check the appropriate box below and fill in any additional comments)

### Section A: Required for All Public Events

1	Name of Event	
2	Type of Event For Indoor Events Complete <b>Section A</b> For Outdoor Events Complete both <b>Section A</b> and <b>Section B</b>	Check all that apply: <input type="checkbox"/> For Profit <input type="checkbox"/> Indoor <input type="checkbox"/> Food <input type="checkbox"/> Carnival <input type="checkbox"/> Non-Profit <input type="checkbox"/> Outdoor <input type="checkbox"/> Music <input type="checkbox"/> Circus <input type="checkbox"/> Other _____
3	Description of proposed Event (Attach additional page if needed)	
4	Estimated Attendance (If over 250 Indoor attendees, complete Item 4A and 4B)	_____ Persons
	4A: Delta Fire Written Approval	<input type="checkbox"/> included
	4B: Delta Police Written Approval	<input type="checkbox"/> included

## Submission Checklist

(check the appropriate box below and fill in any additional comments)

6	Date(s) of event (Provide Calendar if multiple dates)	
7	Hours of Event on each date	
8	Full names of affiliated sponsors or organizations (Attach additional page if needed)	
9	Business License Number(s) (Attach additional page if needed)	
10	Will Alcohol be Served	<input type="checkbox"/> Yes / <input type="checkbox"/> No (If yes, complete 10A)
	10A: Copy of BC Special Event Permit	<input type="checkbox"/> provided
11	Will there be structures or stages	<input type="checkbox"/> Yes / <input type="checkbox"/> No (If yes, complete 11A)
	11A: Confirmation of TFN Building Permit	<input type="checkbox"/> building permit application included
12	Location sketch plan	<input type="checkbox"/> included (If over 250 Indoor attendees, to be prepared by registered professional)
13	Fraser Health Approval for any food service	<input type="checkbox"/> included <input type="checkbox"/> n/a
<b>Section B: Additional Requirements for Outdoor Events</b>		
14	<input type="checkbox"/> Traffic Management Plan	
15	<input type="checkbox"/> Parking Plan	
16	<input type="checkbox"/> Water Stations	
17	<input type="checkbox"/> Noise Abatement	
18	<input type="checkbox"/> Waste Collection and Removal	
19	<input type="checkbox"/> Toilet Facilities	
20	<input type="checkbox"/> First Aid Facilities	
21	<input type="checkbox"/> Site Policing or Security	
22	<input type="checkbox"/> Delta Fire Written Approval	
23	<input type="checkbox"/> Delta Police Written Approval	
24	<input type="checkbox"/> Detailed Site Layout and Location Plan (Prepared and signed/sealed by registered professional)	