

# Temporary Occupant Load Application

## REQUIRED documents:

- Copy of Liability Insurance
- Copy of permits required under Municipal Alcohol Policy (if applicable)
- Copy of District Noise exemption permit (if applicable)



## West Vancouver Fire & Rescue

760 16th Street  
West Vancouver  
T: 604-925-7370

E: [firedepartment@westvancouver.ca](mailto:firedepartment@westvancouver.ca)

### Applicant Information

Name

Address

Email Address

Phone Number

### Event Information

Date of Event

Time (start/end time)

Event Location:

Event description

Will this event be held in a park?

Is this an existing building?

Will alcohol be consumed?

Have you notified bylaws and licensing?

Estimated number of people attending

Estimated number of people attending under 18

### Temporary Occupancy Load

Current Occupancy Load

Requested Occupancy Load

I CERTIFY that I understand and will be guided by the provisions of the Fire Rescue Bylaw No. 5163, 2021 and all applicable Provincial and Federal laws and regulations in force from time to time and any conditions or restrictions imposed in this permit by the Fire Chief.

IN CONSIDERATION of (\$ dollar amount of permit) and other good and valuable consideration (the receipt and sufficiency of which I acknowledge), I covenant that I will indemnify and save harmless the District and its elected officials, employees, officers, agents and contractors from and against any and all manner of actions or causes of action, damages, costs, loss, or expenses of whatever kind (including, without limitation, legal fees) which the District or its elected officials, employees, officers, agents or contractors may sustain, incur, or be put to by reason of or arising out of: (a) the issuance of this permit; (b) if the issuance is in relation to a fireworks event, including, without limitation, the handling, storage, firing, setting off, exploding or other use of fireworks in connection therewith; (c) my use or occupation of the location upon which the sale or fireworks event is to occur; or (d) any act or omission of myself or any person for whom I am, at law, responsible, including, without limitation, the non-observance or non-performance of any obligation imposed by federal or provincial law.

Date:

Applicant Signature:

**OFFICE USE ONLY:**

Badge #		Reviewed By (FPO)	
Conditions of Permit Issuance (if applicable)			
<b>REQUIRED DOCUMENTS received</b>	<input type="checkbox"/> Copy of Liability Insurance <input type="checkbox"/> Copy of permits required under Municipal Alcohol Policy (if applicable) <input type="checkbox"/> Copy of District Noise exemption permit (if applicable)		
Application <b>APPROVED</b> Permit Issued	YES	NO	DATE
Application <b>APPROVED</b> with conditions as per above Permit Issued	YES	NO	DATE
Application <b>DENIED</b>	YES	NO	DATE
<p><b>Note:</b> If approved, permit will be issued within 5 business days. Fire Rescue Bylaw 5163, 2021 as amended applies</p> <p><b>Freedom of information and Protection Act Notice:</b> personal information contained on this form is collected under the Freedom of Information and Protection of Privacy Act section 26(c) and will be used to process your permit application.</p> <p>If you have any questions about the collection and use of this information please contact the Records/ Information Coordinator, Legislative Services at 604-921-3497, District of West Vancouver, 750 17th Street, West Vancouver, BC V7V 3T3.</p>			