



Cameron Bandshell Permit Application

Arts, Culture, and Events: 250.361.0246

720 Douglas St

E: culture@victoria.ca

Victoria, BC V8T 4C4

This application form must be completed for any activity held in Cameron Bandshell, Beacon Hill Park. Some applications may require evaluation using the Beacon Hill Park Appropriate Activity Assessment Framework. If so, additional information may be requested.

Applicants are required to read and comply with the CAMERON BANDSHELL PERMIT GUIDELINES on reverse.

Name of Event: _____ Date(s) of Event: _____

Set-up Start: _____ Event Start: _____ Event Finish: _____ Clean-up End: _____

Additional date and time info: _____

Applicant Contact: Last Name _____ First Name _____ Role _____

Applicant Phone: _____ Applicant Email: _____ On-site liaison Contact: _____

Organization Name: _____

Mailing Address: _____

Performance/Event Description: _____

Expected Attendance (both spectators and participants): _____

Will your event have any impact on neighbours or surrounding businesses? _____

A basic sound system and operator are provided in rental costs. Depending on your event, you may require additional rental equipment. Please note your requirements in your application and we'll follow up during the review process.

Please note that the City of Victoria is subject to the provisions of the Freedom of Information and Protection of Privacy Act, and therefore cannot guarantee that any information provided can be held in confidence.

CAMERON BANDSHELL - RATES AND FEES (applicable taxes extra)

Any costs relating to the use of the Bandshell will be charged in accordance with the [Parks and Recreation Fees Bylaw](#). Cancellations of all confirmed bookings are subject to an administration fee.

Public nonprofit event

Private nonprofit event (includes weddings and Church Groups)

Site Coordinator/Sound Tech (Mandatory)

\$113.73/Event (4 hrs. & under) **\$169.50/Event** (over 4 hrs.)

\$175.07/Event (4 hrs. & under) **\$258.71/Event** (over 4 hrs)

\$40/hr (includes set-up and tear-down)

CAMERON BANDSHELL – PERMIT GUIDELINES

- All concerts / events shall be open to the public. No charge, commercial promotion / silver collection/ collection of donations / activity or sale of goods will be allowed in the Bandshell or any part of Beacon Hill Park.
- Permits are necessary for all activities in and around the Cameron Bandshell in Beacon Hill Park. The Facility shall not be used for any other purpose than that stated in their permit.
- Events over 4 hours in length or expecting large crowds may be required to submit a waste management plan. Existing Park bins are not adequate for heavy use.
- The **organizer** shall ensure the safety of the Facility and its equipment. If the Facility or any item is damaged or missing, the **organizer** is responsible for replacement and or repair and shall not construct, erect or attach any fixture to the Facility without City approval.
- No concerts / events shall extend beyond 9:30 p.m. or prior to 9:30 a.m. (Sunday 10:30 a.m.). The maximum length of concerts at the Bandshell shall be three hours with two hours between scheduled concerts.
- The City retains cancellation rights up to and including the day of the event, or at any time during the event in an emergency or if permit conditions are not adhered to.
- The **organizer** contact agrees to provide an onsite liaison at the event/ concert and is responsible for participant conduct, maintaining the Facility in a clean condition and any clean up following.
- The **organizer** hereby indemnifies and agrees to indemnify and save harmless the City in respect of any and all claims, demands, suits and costs arising out of any act or omission of the **organizer** or of any servant, agent or officer of the **organizer** arising out of or resulting from the use of the Facility.
- The **organizer** hereby agrees to release and forever discharge the City of Victoria, its elected representatives, officers, employees, and agents, of and from any and all actions, causes of actions, claims and demands whatsoever arising out of or in relation to the issuance of this permit and the proposed use of City property by the **organizer**.
- The **organizer** shall maintain at its own expense, a minimum of 5 million public liability insurance insuring against claims for personal injury, death or property damage occurring upon, in or about the Facility use. The policy should include the City of Victoria as additional named insured and containing a cross liability clause.
- The **organizer** shall pay all salaries, wages, fees, and commissions of all personnel employed by him, all royalties, author's, publisher's and composer's fees which may become payable as a result of any of the performances / events.
- No signs or banners for advertising purposes are permitted in Beacon Hill Park. The City of Victoria must approve any event signage planned and only with the permission of staff can appropriate event way finding signage be used in and around the Bandshell.
- Blanket distribution of any pamphlets, handbills, circular or other printed typed or written matter at the event is prohibited.
- Entertainment sound levels are subject to the noise bylaw and shall not cause disturbances to neighboring area residents and businesses. The decision of the City as to the minimum and maximum sound levels in such instances shall be final.
- The **organizer** shall be sensitive of the designated heron rookery area located behind the Bandshell, to the west of the Bandshell off Douglas Street and south of Goodacre Lake, particularly during the annual nesting season of February to mid June.
- Events involving food service of any kind require approval from Vancouver Island Health Authority and City of Victoria.
- The pathway adjacent to the Bandshell will be used for the purposes of loading and unloading equipment only.
- The **organizer** agrees not to conduct any business or activity that would violate any legislative provision including the *Criminal Code* of Canada and the British Columbia *Human Rights Code*.
- Additional conditions may be included in the approved permit.

On behalf of the applicant organization, I acknowledge that I have read and understood the conditions in the **Cameron Bandshell Permit Guidelines and the Access to Public Facilities Policy** and agree to comply with them.

Signature: _____ Date: _____