



Part One: Type of Application			Office Use Only
<i>Check all that apply</i>			Permit Number: _____
<input type="checkbox"/> <b>Sandwich Board Signage</b>  24" x 36" portable sign placed along the frontage of the business. Only one permitted at a time along the business frontage.  Number of Sandwich Board(s): _____	<input type="checkbox"/> <b>Display Table</b>  24" x 30" or 42" display table placed along the frontage of the business  Number of Display Table(s): _____	<input type="checkbox"/> <b>Display Rack</b>  40" x 40" display rack placed along the frontage of the business  Number of Display Rack(s): _____	Permit Valid: _____ Date of Application: _____ Roll number: _____ PID(s): _____

Part Two: Subject Business and Applicant	
Business Name (the 'Applicant'): _____	Civic Address of Business: _____
Contact Name: _____	Phone Number: _____
Mailing Address: _____	Email: _____

Part Three: Requirements and Conditions
<ol style="list-style-type: none"> <li>The Applicant must obtain public liability insurance in the amount of \$2,000,000.00 and name the City as co-insured. The Applicant shall submit a Certificate of Insurance to the City prior to the placement of the retail display(s).</li> <li>The retail display(s) (i.e. sandwich board signage, display table, display rack) shall not extend in front of an adjacent business except with the agreement of the adjacent business provided to the City in writing.</li> <li>The retail display(s) must conform to the following sizes:             <ol style="list-style-type: none"> <li>Retail Table - 24" x 30" or 42" diameter</li> <li>Display Rack – 2' x 6' or 40" x 40"</li> <li>Sandwich Board Signage – Maximum 24" width and 36" height</li> </ol> </li> <li>The Applicant agrees that they will place no more than one (1) sandwich board sign at a time along the business frontage.</li> <li>The retail display(s) must be in good condition and appearance and weighted sufficiently to prevent wind uplift.</li> <li>The retail display(s) shall be located so that a minimum of 1.5 metres (5') walkway is maintained as an acceptable pedestrian thoroughfare.</li> <li>The retail display(s) and adjacent sidewalk must be clear of any hazards including the timely removal of snow, ice and refuse.</li> <li>The retail display(s) must not impede wheelchair access to the related building or to neighbouring buildings or businesses.</li> <li>The use of the retail display(s) is limited to the regular hours of the business and must be removed after business hours.</li> <li>The retail display(s) shall be in accordance with <a href="#">DS-6 Encroachments on City Sidewalks</a>.</li> </ol>

Part Four: Signatures
As the Applicant, I confirm that I have read the relevant City of Revelstoke bylaws and policies and this application is in conformance (unless a bylaw amendment or variance forms part of this application). I declare that the documents submitted in support of this applications are, to the best of my knowledge are true and correct.

I confirm that I have read and agree to abide by the above-mentioned conditions.

I understand that the City retains the right to revoke any permission granted to use public sidewalks for the retail display(s) at any time where it is found that the use is creating difficulties deemed unacceptable to the City.

I agree to indemnify and save harmless the City, its officers, employees and elected appointed officials, from and against all actions, proceedings, claims and demands by any person and to reimburse the City for all damages and expenses caused or contributed to by the negligence or other default of the Applicant, its servants or agents in respect of anything done pursuant or ostensibly pursuant to this permit, or caused or contributed to by the placement of the retail display(s) on the sidewalk.

**I confirm that a COVID-19 Safety Plan exists for my business and will be made available to representatives of the City of Revelstoke upon request. I verify that my business has implemented Policies and Procedures to support the COVID-19 Safety Plan.**

Applicant Name: \_\_\_\_\_ City of Revelstoke Approval: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Date (Month, Day, Year): \_\_\_\_\_

Date (Month, Day, Year): \_\_\_\_\_