



BRANTFORD POLICE SERVICE

344 Elgin St, Brantford, Ontario
N3S 7P6
519-756-0113

Special Event Application

Traffic Control / Community Safety Application

Events requiring road closures must be received at least 90 days prior to the event and will require the approval of a detailed route map, drawing, or diagram provided to the Brantford Police Service.

Question	Yes	No
Do you plan to close or partially block any roadways at any time during the event?		
Do you require the assistance of the Brantford Police Service to manage traffic congestion, to ensure the orderly movement of traffic?		
Will the removal of illegally parked vehicles be required for your event?		
Do you require the assistance of the Brantford Police Service to ensure community safety?		

Please note:

Brantford Police Service officers, or in some cases Traffic Control Devices (please refer to *Highway Traffic Act of Ontario R.S.O. 1990, c. H.8, s. 134 (2).*), will be required at:

- All signalized intersections.
- All intersections considered major by the Traffic Division supervisor, or designate, of the Brantford Police Service.

Event Organization Information

Name of Organization:

Business Phone:

Address:

Name of Applicant:

Applicant Phone:

Applicant Email:

On site contact name:

Contact Phone:

Event Name/Description:

Estimated Number of Participants/Attendees:

Number of Bands:

Number of Vehicles:

Date of Event:

Event start time:

Event end time:

Street Closure Date:

Closure start time:

Closure end time:

Location of Street Closure / Event: Map, Drawing or Diagram Attached? Yes No

Event Special Duty Request for Police Officers

Number of Officers Requested	Date of Special Duty	Start Time	End Time	Number of Police Vehicles	Description of Duty

Examples for description of duty:

- Enforcement /removal of vehicles from “no parking” areas as arranged through the City with your application.
- Traffic control.
- Security.

Please Note:

- If additional special duty dates are required in this application, please list on an attached sheet.
- The above requests will be reviewed by the Brantford Police Service to ensure the number of officers requested and the duties described, are sufficient to ensure the safety of the community.

Applicant Signature

Date of Application

Police Use Only

This permit is approved based on the following special duty officers/ vehicles

# Officers Requested	Date of Special Duty	Start Time	End Time	# of Police Vehicles	Description of Duty

Forty-eight (48) hours' notice must be received for the cancellation of a scheduled special duty. Failure to do so, for any reason, will result in a charge of three (3) hours per officer requested, plus applicable fees and taxes. Notice of cancellation must be made, from the event applicant, by phone by calling the Brantford Police Service at 519-756-0113 ext. 2235, and notifying the officer-in-charge of the cancellation details. Additional fees will apply if unforeseen incidents extend a scheduled special duty.

In accordance with the policy and procedures of the Brantford Police Service, this application has been reviewed, and the Brantford Police Service will GRANT () DENY () the issuance of the permit.

Brantford Police Service – Traffic Supervisor Date

Brantford Police Service – I/C Operational Support Date

Event Applicant Date