



District Offices: <input type="checkbox"/> North York 416-395-6303		<input type="checkbox"/> Scarborough 416-396-7505		RACS Application No.	Application Date			Fees:
<input type="checkbox"/> Toronto and East York 416-392-7877		<input type="checkbox"/> Etobicoke York 416-394-8418		Building Application No.	Day	Month	Year	

PLEASE TYPE OR PRINT IN INK

PROJECT LOCATION AND DESCRIPTION

Street No.	Street Name	Unit No.
Flank	Rear	

PERMIT TYPE (SEE REVERSE FOR DETAILS)

<input type="checkbox"/> Temporary Street Occupation Permit <input type="checkbox"/> Equipment / Materials <input type="checkbox"/> Site Protection	<input type="checkbox"/> Hoisting	<input type="checkbox"/> Minor Construction <input type="checkbox"/> Other	<input type="checkbox"/> Major Construction	<input type="checkbox"/> Renewal Permit No.
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Detailed Work Description

Proposed Dates	From	To	Number of Pay-and-Display Machines / Parking Meters
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OWNER INFORMATION

Name (s)			
Mailing Address			
Apt/Unit No.	City	Province	Postal Code
Area Code and Telephone No.		Area Code and Fax No.	Area Code and Mobile / Pager No.
Homeowner's Policy No.		Insurance Company	Expiry Date

APPLICANT'S DECLARATION

I,	Last Name	First Name	
of	Company Name		
	Mailing Address		
Apt/Unit No.	City	Province	Postal Code
Area Code + Telephone No.	Area Code + Fax No.	Area Code + Mobile / Pager No.	E-mail Address

do hereby declare the following:

- That I am the owner as stated above
 the owner's authorized agent
 a signing officer / employee of, which is an authorized agent of the owner.
- That statements contained in this application are true and made with full knowledge of all relevant matters and of the circumstances connected with this application.
- I/We authorize the City to deduct from the Municipal Road Damage Deposit, all restoration, inspection, engineering and administration fees, of the cost of the identified works. Any credit balance after all deductions have been made, will be refunded to me following completion of the final inspection. There will be no interest paid on this deposit.
- I/We hereby agree that all of the work shown on the approved drawings and all of the work required by the conditions listed above, shall be completed within two years unless otherwise agreed to. The Municipal Road Damage Deposit, may be used by the City, for any restoration that is not completed after this time.
- I/We agree to notify the Transportation Services when the project is completed, so that the necessary repairs and/or work can be carried out. Any refunds will be issued following completion of final inspection.
- I/We acknowledge that any paving or installation in proximity to trees must conform to Parks, Forestry & Recreation and Technical Services, "Specification for Construction Near Trees" guidelines.
- I/We agree that it is my/our responsibility to ensure that, if a new or relocated driveway is included in the project, nothing on the Right of Way (i.e. hydrants, poles, trees, etc) interferes with the proposed driveway. I/We further agree **not to pave** the driveway until all required sidewalk and/or curb is completed by City forces or approved contractors.
- I/We acknowledge that excavating or digging on the Right of Way requires permission from the General Manager, Transportation Services and all relevant Public Utilities / Telecommunication Companies. Unauthorized work will be subject to by-law enforcement.
- I/We hereby agree to indemnify and save harmless the City of Toronto and any Public Utility/Telecommunication Co., agency, board or commission having utilities within the Right of Way, which may in any manner be affected through the rights of occupation hereby granted, from and against all costs, damages, charges or expenses which are sustained as a result of such occupation.
- I/We hereby agree that the City will not be liable for any damages caused by applicant, developer or contractors to any utility within the Right of Way, owned by any Public Utility / Telecommunication Companies.
- The applicant/developer will provide evidence of \$2,000,000 (two million) liability insurance with the City identified as an additional insured, or as required by the City.
- I/We acknowledge that it is my/our responsibility to closely inspect the right of way abutting the property and confirm that no damage to pavements, curbs, sidewalks, public laneways, boulevards, etc. exists prior to commencement of construction. In the event that any damage exists, I/We will immediately forward a registered letter to the General Manager, Transportation Services, within ten (10) working days from the date of this application outlining specifically the damage that exists and requesting a pre-inspection. I/We agree not to commence any construction until City staff have visited the site to confirm the damage to the public right of way as noted in the registered letter. I/We could be held responsible for any or all damages at the project location.**

I/We hereby certify that I/we have read and agree to abide by the conditions above.

Applicant's Signature	Date	Transportation Services Witness
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WHITE - OFFICE PINK - APPLICANT

The personal information on this form is collected under the authority of the City of Toronto Act, 1997 and By-law No. 34-1998. The information is used to evaluate your application work within the Public Right of Way and for contact purposes. Questions about this collection can be directed to the Right of Way Supervisor in the appropriate District.

Permit Type	Family Classification
Temporary Street Occupation Permit	
1. Equipment/Materials	Backhoe Broadcast Unit City Contract Concrete Truck Dewatering Pipe Disposal Bin Fork Lift Mobile Lift Moving Container Overhead Equipment Photography (Still) Pumping Flour Search Lights Site Service Site Service-Utilities Site Trailer Storage of Materials
2. Site Protection	Covered Walkway Hoarding Hoarding with covered walkway Hoarding with scaffolding Scaffolding Street Closure
3. Hoisting	Hoisting Helicopter Hoisting Tower Crane / Swing of Boom
Minor Construction	Driveways Fences / Ornamental Walls Marquees / Awnings, Canopies Boreholes Signs Basement Entrance, Window Wells & other openings Fire Escapes Inadvertent Building Encroachments Disabled Access Ramps Access Ramps Trees Others
Major Construction	Piling and Shoring Major Streetscaping Hydro Installations Fibre Optic Cables Tunnels, Bridges Others

Applicant must present this form *IN PERSON* to the Right of Way Management district office at:

Toronto and East York
55 John Street
Metro Hall, 17th FL.
Toronto, ON M5V 3C6
Fax: 416-392-7465

Toronto and East York
433 Eastern Avenue
2nd FL.
Toronto, ON M4M 1B7
Fax: 416-392-1058

Toronto and East York
East York Civic Centre
850 Coxwell Avenue, Main FL.
Toronto, ON M4C 5R1
Fax: 416-397-4582

Etobicoke York
Etobicoke Civic Centre
399 The West Mall, 3rd FL.
Toronto, ON M9C 2Y2
Fax: 416-394-8942

North York
North York Civic Centre
5100 Yonge St, 4th FL.
Toronto, ON M2N 5V7
Fax: 416-395-7482

Scarborough
Scarborough Civic Centre
150 Borough Drive, 2nd FL.
Toronto, ON M1P 4N7
Fax: 416-396-5641

CERTIFICATE OF INSURANCE

(to be completed by the Insurer or its authorized representative)

Name of Insured	Telephone No.		
Address of Insured	Postal Code		
Name of Insurance Company			
<p>Operations of the named insured for which this Certificate is issued [indicate the address of the worksite and provide a brief description of the Insured's activities (e.g. install and maintain hoarding at 123 Fourth Street, Toronto). If this Certificate is being used for more than one permit, this section should be completed to provide a description of the Insured's operations (e.g. All hoisting operations of the Insured)]</p>			
<p>COMMERCIAL GENERAL LIABILITY (minimum limit to be evidenced – \$2,000,000.00 OR \$5,000,000.00, unless otherwise requested, e.g. piling/shoring limits are higher)</p>			
Policy No. / Insuring Co.	Effective Date (dd/mm/yy)	Expiry Date (dd/mm/yy)	Coverage (per occurrence)
<p>PROVISIONS OF AMENDMENTS OR ENDORSEMENTS OF LISTED POLICY(IES)</p> <p>Commercial General Liability is extended to include Personal Injury Liability, Contractual Liability, Owner's and Contractor's Protective Coverage, Products-Completed Operations, Contingent Employers Liability and Non-owned Automobile Liability.</p> <p>City of Toronto has been named as an Additional Insured but only with respect to liability arising out of the operations of the Insured for which a permit, licence or agreement has been issued by the City of Toronto.</p> <p>The Commercial General Liability policy(ies) identified above shall protect each insured in the same manner and to the same extent as though a separate policy has been issued to each but nothing shall operate to increase the limits of liability as identified above beyond the amount or amounts for which the Company would be liable if there had been only one Insured.</p> <p>If insurance is placed in primary and excess layers, file separate certificates for each. If a facsimile has been transmitted, the original certificate must follow. The Commercial General Liability policy(ies) identified above shall apply as the primary insurance and not excess to any other insurance available to any of the Additional Insured as set out in Paragraph 2.</p> <p>If the policy is cancelled or changed in any manner, for any reason, during the period of coverage as stated herein so as to affect this certificate, sixty (60) days prior written notice (ten (10) days if cancellation is due to non-payment of premium) by registered mail will be given by the insurer to:</p>			
<p>Transportation Services, Right of Way Management</p> <p>55 John Street Metro Hall, 17th Fl., M5V 3C6</p> <p>Etobicoke Civic Centre 399 The West Mall, 3rd Fl. M9C 2Y2</p>		<p>Attention: _____</p> <p>433 Eastern Avenue 2nd Fl., Toronto, M4M 1B7</p> <p>North York Civic Centre 5100 Yonge St, 4th Fl. M2N 5V7</p>	
		<p>East York Civic Centre 850 Coxwell Av, M4C 5R1</p> <p>Scarborough Civic Centre 150 Borough Drive M1P 4N7</p> <p>York Civic Centre 2700 Eglinton Av W, M6M 1V1</p>	
Name of Insurance Broker		Telephone No.	
Address		Postal Code	
<p>I certify that the insurance is in effect as stated in this Certificate and that I have authorization to issue this Certificate for and on behalf of the insurer(s). This Certificate is valid until the expiration date(s) shown unless notice is given in writing.</p>			
Signature and Stamp of Authorized Representative		Date	

The acceptance of this Certificate by the City of Toronto does not certify that the limits of liability and terms and conditions of the policy referred to above meet the specified requirements of the Commissioner of Finance nor will the acceptance of this Certificate by the City waive the City's rights of action against the applicant and/or insurer for failure to comply with provisions governing the use of permits and licences granted herein.

TRA-00506



Transportation Services
Right of Way Management

Credit Card Information

PROJECT LOCATION	
PAYMENT PROVIDER INFORMATION	
Name <i>(as shown on card)</i>	
Tel No.	
CREDIT CARD INFO	
Visa MasterCard American Express	
Account Card No.	Expiry
Date on Card	
M M Y Y	
SIGNATURE	DATE

THIS FORM WILL BE DESTROYED UPON PROCESS