

NPC Guidelines for Special Events Applications

The Niagara Parks Commission (NPC) administers and maintains over 1,720 hectares of parkland along the Niagara River Corridor. These parklands include historical and archaeological sites, golf courses, picnic areas, a marina, restaurants, gift shops, attractions, a horticultural school and kilometres of recreational trails and scenic drives. Along with Queen Victoria Park, the Commission is responsible for McFarland Park, Queenston Heights Park, Dufferin Islands, Kingsbridge Park, Mather's Arch Park, Old Fort Erie Park and the Niagara River Recreation Trail.

NPC encourages complimentary uses of the parklands and provides many services to the public. Organizations wishing to hold a special event on NPC property must make their request in writing and supply the following information:

1. Organization name and mailing address
2. Contact name and telephone number
3. Indication of non-profit status
4. Event name and description
5. Date(s) and Time(s) of the event
6. Anticipated number of participants
7. Registration fee charged and disposition of funds collected
8. Location and route map
9. Anticipated impact on NPC property, additional NPC services required
10. Anticipated impact on traffic movement and safety
11. Safety/medical provisions for the event
12. Proof of Insurance - Company and amount of coverage (include copy)

Upon receipt of this information, NPC staff will examine the request. If the request is considered acceptable, the Commission will grant approval to the application, along with any conditions, in writing.

NOTE: NPC's General Release from Liability must be signed and returned to the Commission prior to the event.

Requests to hold special events on NPC property should be directed to:

The Niagara Parks Commission - Special Events
5881 Dunn Street
Niagara Falls, Ontario L2G 2N9

Tel: 1-877-NIA-PARK or
(905) 371-0254, press 3
Fax: (905) 356-8448
E-mail: events@niagaraparks.com

General Conditions follow



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General Conditions Relating to Events on NPC Property

- All regulations of The Niagara Parks Commission (NPC) must be adhered to by the event organizers and participants;
- The event organizer may be required to pay NPC for all costs incurred by the NPC in conjunction with the event;
- The event organizer must maintain liability insurance in the minimum amount of \$2,000,000 (two million dollars) naming The Niagara Parks Commission as an additional insured;
- The event organizer must sign and return the NPC's General Release from Liability;
- The event organizer is responsible for the cleanup of the NPC's property and removal of all garbage at the conclusion of the event, unless other arrangements have been agreed to in writing. Costs for major cleanup by the NPC during or after the event will be charged to the event organizer;
- Alcoholic beverages are prohibited on NPC property under Section 31, subsection 2, of the Liquor Licence Act of Ontario which reads as follows: *"No person shall consume liquor [alcohol] in any place other than a residence, or a premises in respect of which a licence or permit is issued.;"*
- Direct sale of any items on NPC property is prohibited without written permission;
- The dissemination of literature and staging demonstrations is prohibited on NPC property;
- Event organizers will not mark or alter any aspect of NPC's property for their event nor erect any sign for their event without written permission from the NPC;
- Permission for the event is for a one time use only and should not be construed as permission for an annual or repetitive event;
- The event organizer agrees to comply with all instructions issued by the Niagara Parks Police.



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