



APPLICATION

DEMONSTRATIONS/SPECIAL EVENTS LEGISLATIVE ASSEMBLY OF ONTARIO GROUNDS

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Date(s) Requested:

Set-up Time: From To

Event Time: From To

Name of Event:

Organization:

Contact Person:

Telephone: Business: Cell:

Residence: Fax:

Address:

E-mail:

ESTIMATED ATTENDANCE:

NUMBER OF PERFORMERS

Is this event a:

DEMONSTRATION

SPECIAL EVENT

What is the purpose of this event?

Please provide a detailed outline of the activities you plan to present (attach an additional sheet if more space is required). Include names/ types of performers, speakers and all activities.

Will you require electrical power? Yes No

Do you have liability insurance to cover this event? Yes No

If yes, please specify amount of coverage.

Will you be providing any marshals for your event? Yes No

If yes, please specify how many marshals.

HAVE YOU READ THE ATTACHED POLICY AND PROCEDURES?

I have read, understand and agree to adhere to the policy and procedures.

Please note that any group or organization using the grounds of the Legislative Building will be responsible for any damages that may be incurred. All organizations holding demonstrations or special events in the Legislative Building or on the grounds must agree to hold the Legislative Assembly harmless of any liability or loss, which the Office of the Assembly may suffer or incur by reason of any injury to any person or damage to any property caused by the organization, any of its employees or equipment, or any other persons introduced to the premises by reason of such events. All groups are responsible for the clean up of the grounds after the event.

Date:

Address:

Day Telephone Number:

Representing (name of org):

TO SUBMIT FORM, CLICK THE 'SUBMIT BY EMAIL' BUTTON, OR SEND AS AN ATTACHMENT TO ilu@ola.org

OR PRINT COMPLETED FORM AND MAIL OR FAX TO:

Tel. 416-325-2900

Legislative Protective Service
Investigative Liaison Unit
Room 411, North Wing
Legislative Building, Queen's
Park Toronto, ON M7A 1A2

Fax. 416-325-9912

PLEASE NOTE: Application must be received by the Legislative Assembly AT LEAST ONE WEEK PRIOR TO THE DATE OF THE EVENT.

Applicant Signature: _____

Sergeant-at-Arms and Executive Director Precinct Properties Division: _____

LEGISLATIVE PRECINCT GROUNDS

The Legislative Precinct Grounds at Queen's Park (Toronto) comprise the area of land bounded by Queen's Park Crescent on the east and west and on the north by Wellesley Street West. Some of the permitted activities on the Legislative Precinct Grounds include:

Ceremonial and Official Visits

- Royal visits, installation of Lieutenant Governors, official visits by dignitaries, State funerals

Government Events

- Remembrance Day and other ceremonies

Parliamentary or Protocol Activities

- Diplomatic corps, flag raising, dignitary visits

Public Assemblies

- Demonstrations, protests, rallies

Special Events on behalf of the Legislative Assembly

- Events hosted by the Speaker showcasing Ontario, the legislature, or seasonal events

GENERAL GUIDELINES:

Although the Legislative Assembly of Ontario permits various activities on the Legislative Precinct Grounds, demonstrations, protests, rallies, signs, displays, speeches or activities that involve obscenity, hate propaganda, divisiveness within the community or flags/symbols associated with a terrorist organization are strictly prohibited.

Any action that contravenes this policy, a provincial or federal statute, or a municipal by-law may result in the immediate termination and/or cancellation of the activity.

Use of the Legislative Precinct Grounds is not exclusive to any group or organization using the said premises.

Activities/events must remain in designated areas and are strictly prohibited from the south stairs and immediate surrounding area.

LEGISLATIVE PRECINCT GROUNDS: DEMONSTRATIONS/PROTESTS/RALLIES/ETC.

GUIDELINES:

The Legislative Assembly of Ontario requires advance notice and on-site preparatory meetings for all demonstrations, rallies, protests, etc. on the Legislative Precinct Grounds.

Unscheduled or impromptu demonstrations, rallies, protests, etc. shall yield to groups or organizations that have pre-established a scheduled activity to use the Legislative Precinct Grounds.

Demonstrators are restricted from entering the Legislative Building/Precinct on the date of their demonstration. Individuals or groups taking part in a public demonstration may request any member of the Legislative Protective Service to contact a Member of Provincial Parliament (MPP) on their behalf in order to deliver a petition or to facilitate a meeting with an MPP.

All individuals or groups using the Legislative Precinct Grounds shall:

1. Behave in an orderly, lawful manner so as not to disrupt the proceedings and business of the Legislature or disturb those working at or visiting the Legislative Building/Precinct;
2. Follow written or verbal directions from authorized officials with respect to security and safety requirements;
3. Be responsible for cleaning up the grounds at the conclusion of the event.

Organizers are advised that under unusual circumstances and/or emergencies, scheduled events may be rescheduled.

The Legislative Assembly of Ontario reserves the right to terminate any function/event, which contravenes any of the policies herein; or which impedes or interferes with the function of Parliament and the business of the Legislative Assembly of Ontario.

In consideration of public safety the Legislative Protective Service works closely with its community partners and organizers to promote safe lawful activity within the Legislative Precinct Grounds.

CONTACT:

**Legislative Protective Service Investigative Liaison Unit
416-325-2900**

LEGISLATIVE PRECINCT GROUNDS GENERAL GUIDELINES (cont'd)

Topic	Guideline
Access	Events/activities cannot impede the business of the Legislative Assembly, access to the Legislative Building or hinder the passage of pedestrians and/or emergency vehicles.
Admission/Fees	Admission fees are strictly prohibited.
Advertising	Commercial advertising or displaying promotional material are prohibited.
Alcohol	The sale, service or consumption of alcoholic beverages is strictly prohibited.
Balloons	Balloons are strictly prohibited.
Barbecues	The use of barbecues is restricted.
Bus Tours	Independent tour operators are not permitted to bring their bus groups on a tour of the Legislative Building without a reservation. Operators must have a booking confirmation prior to entering the Legislative Precinct Grounds.
Camping	No one shall reside, camp or sleep on the Legislative Precinct Grounds.
Candles	Candles are strictly prohibited. Safety light-sticks are recommended.
Damages	Defacing or damaging the Legislative Building/Precinct or the Legislative Precinct Grounds and its contents is prohibited. In the event of damage, the cost of repair, replacement or cleaning (including excessive garbage) shall be the responsibility of the individual or group using the grounds or who caused the damage.
Elections	Election campaigning is not permitted within the Legislative Precinct other than in accordance with the rules associated with the Media Studio.
Equipment	A sound system is available upon request during regular business hours. After hours arrangements may be made on a charge-back basis. Groups may set up their own sound equipment, provided the volume is set within acceptable volume limits as established by the Legislative Assembly.
Filming	Filming for commercial purposes is restricted and requires specific approval.
Fire/Fireworks	Fires and fireworks are strictly prohibited.
Fixtures	Affixing, hanging, or attaching any item to the Legislative Building, Legislative Precinct Grounds, walkways, pillars, statues, monuments, trees or other permanent structures or piercing the grounds is strictly prohibited. In addition, prior authorization is required to erect or construct any temporary structure, material or object.
Food	The sale or commercial service of food is strictly prohibited.
Insurance	When erecting structures, staging, platforms and/or bleachers, organizers are required to obtain a policy of public insurance liability and property damage insurance in the amount of one to ten million dollars (depending on the nature of the event), naming the Legislative Assembly of Ontario as co-insured.
Parking	Public parking is not available on the Legislative Grounds. Deliveries may be arranged via temporary parking privileges; however, all vehicles must be removed promptly after loading and/or unloading. All unauthorized vehicles will be tagged and towed at the owner's expense. No vehicles are allowed on the Legislative Precinct lawn without prior written authorization.

Topic	Guideline
Petitions	Demonstrators are not permitted to enter the Legislative Building/Precinct with any demonstration props while delivering a petition or correspondence to a Member of the Provincial Parliament. Demonstrators are encouraged to seek the guidance of a Member of Provincial Parliament to have their petition legally presented in the Chamber at the appropriate time during routine proceedings. Petitions and/or correspondence may be delivered to the mail room receiving area located via the northeast parking lot.
Sales/Donations	The sale of any items or solicitation of donations for any purpose is strictly prohibited.
Security	Security, crowd control and extra policing are the responsibility of the Legislative Protective Service. The Legislative Assembly is not responsible for any damage to displays or equipment left on the Legislative Precinct Grounds prior to or after any event. The Legislative Protective Service can provide extra security for events, displays or equipment on a charge-back basis. Outside private security personnel cannot be utilized for events within the Legislative Precinct.
Signs/Speeches	Illegal or inappropriate signs or speeches, such as obscenity or hate propaganda are strictly prohibited. In addition, use of the grounds for demonstrations and special events must be consistent with the use of the grounds by others. Consideration must be shown for others on the premises, including school children. Displays or speeches that would be frightening or otherwise inappropriate for minors are prohibited.
Washrooms	Subject to approval, portable washrooms are permitted in designated areas. General public washroom access inside the Legislative Building/Precinct is not available.

CONTACT:

Legislative Protective Service Investigative Unit
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Queen's Park Toronto, ON M7A 1A2
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