

RECEIVED

JAN 07 2019

City of Saint John
Street Event
APPLICATION FORM

SAINT JOHN POLICE FORCE

Please complete all sections of this application and return to:

Chief of Police
Saint John Police Force
PO Box 1971
Saint John, NB E2L 4L1
FAX: 506-648-3304

Date: Dec 20, 2018 Date Received: _____ (Office)

1. Name of Street Event: Moonlight Bazaar

2. Name of organization hosting / planning event: Civilized

3. Specify nature of your organization: commercial, non-profit, charitable, etc.
(please give tax number if applicable)

Commercial

4. Key contact for event: Jody Kliffle

Address: 80 Sydney St.

Postal Code: E2L 2E6

Phone #: 506 (H) 898-0020 (O) _____ (F) _____

Email Address: jody@civilized.ca

Secondary contact for event: Lanahan Ough

Address: 37 Hadding St.

Postal Code: E2L 1A3

Phone #: 506 (H) 333-1041 (O) _____ (F) _____

Email Address: Lanahan@civilized.ca

5. Name & Main theme of event: Moonlight Bazaar

6. Main activities of event: Vending, performances, art & crafts

7. Objectives of event, in order of priority: Create vibrant event in the downtown,
create something new for Saint Johners to enjoy

8. Date(s) and times to be held: July 20th, 2019. 7pm - 1am

9. Please identify the frequency of this event (approval is for current event only):

Annual ✓

Biennial

One time only

Other Please Specify

10. Location (Streets): Glennan Lane + Canterbury St.

11. Historical Background: This will be the final year
of this event on Glennan Lane

12. Number of volunteers involved in event: app. 12

13. Target audience:

(Please describe the demographic reach you expect with this event)

25 - 45

13.1 Percentage of potential audience:

Adults 90
Families 5

Children
Seniors 5

Youth

14. Estimated attendance: 2/000

14.1 Estimated type of attendance: [for statistical purposes only; not mandatory]

- a) % who are participants
- b) % who are spectators
- c) % from the city of Saint John
- d) % from outside the city of Saint John
- e) % from outside the province

14.2 From d and e above, please provide an estimated percentage breakdown for the accommodation type that will be used for out of area visitors. [for statistical purposes only; not mandatory]

- a) % Visiting friends & relatives
- b) % Campground
- c) % Hotel / Motel
- d) % Bed & Breakfast
- e) % Other Please Specify

General Financial Information: Only required in order to understand the scope of the proposed event, and to confirm that the applicant/organizer has resources necessary to cover costs associated with the conditions of permit. 'Total Operating Budget' is the key information. Financial information will remain confidential.

15. Total operating budget: \$50,000

16. Funding sources: (detail estimated amount)

A. Grants

Provincial: _____
Federal: _____
Other: _____
Total: 0

B. Sponsorship

Private: \$2000
Corporate: \$50,000
Other: _____
Total: \$52,000

Revenue from other sources:

Source: Vendor Fee Funds: \$2000
Source: _____ Funds: _____
Source: _____ Funds: _____

Funds on hand from other years:

0

Total Revenue expected:

\$52,000

If available, please attach a detailed budget of projected expenditures (confidential use only).

17. Identify any major sponsors that may be involved:

Currently Undetermined

18. If this event is to be used as a fund raiser, who is the beneficiary?

N/A

19. Has your event received support from the City of Saint John in past years?

Yes ☒ No ☐

Please identify the year in which you received support: 2017 -> Pilgrimage

Please detail the level of support you received in the past: family from Dixon St + police presence

20. Briefly outline your marketing strategy for this event. (Include any print or electronic exposure you expect to receive): Radio Station is a marketing firm that will

be handling our marketing strategy. we will also be accepting existing
social media platforms to generate interest.

21. A person or group requesting a Street Event Permit – other than City departments, agencies, boards and commissions and agents of the City of Saint John – may have to carry third party liability insurance for the Street Event. Whether all or part of the event takes place on or passes over City of Saint John public property the Street Event organizers may have to obtain and maintain in full force a Commercial General Liability insurance policy with limits of not less than \$2,000,000, naming the City of Saint John as an "Additional Insured". Where liquor will be served or sold at a Street Event, the organizers shall obtain and maintain in full force a Commercial General Liability insurance policy with limits of not less than \$5,000,000, naming the City of Saint John as "Additional Insured"; and additional liquor liability insurance shall also be obtained. Evidence of all required insurance coverage(s) shall be forwarded to the City of Saint John, care of the Common Clerk, at least 10 working days before the Street Event.

22. How will this event be evaluated? on attendance

A. Will you require City of Saint John services? If so, please detail:

- The Police will want to have a presence at this event.
- garbage collection may be necessary.
- we'll be closing down the street.

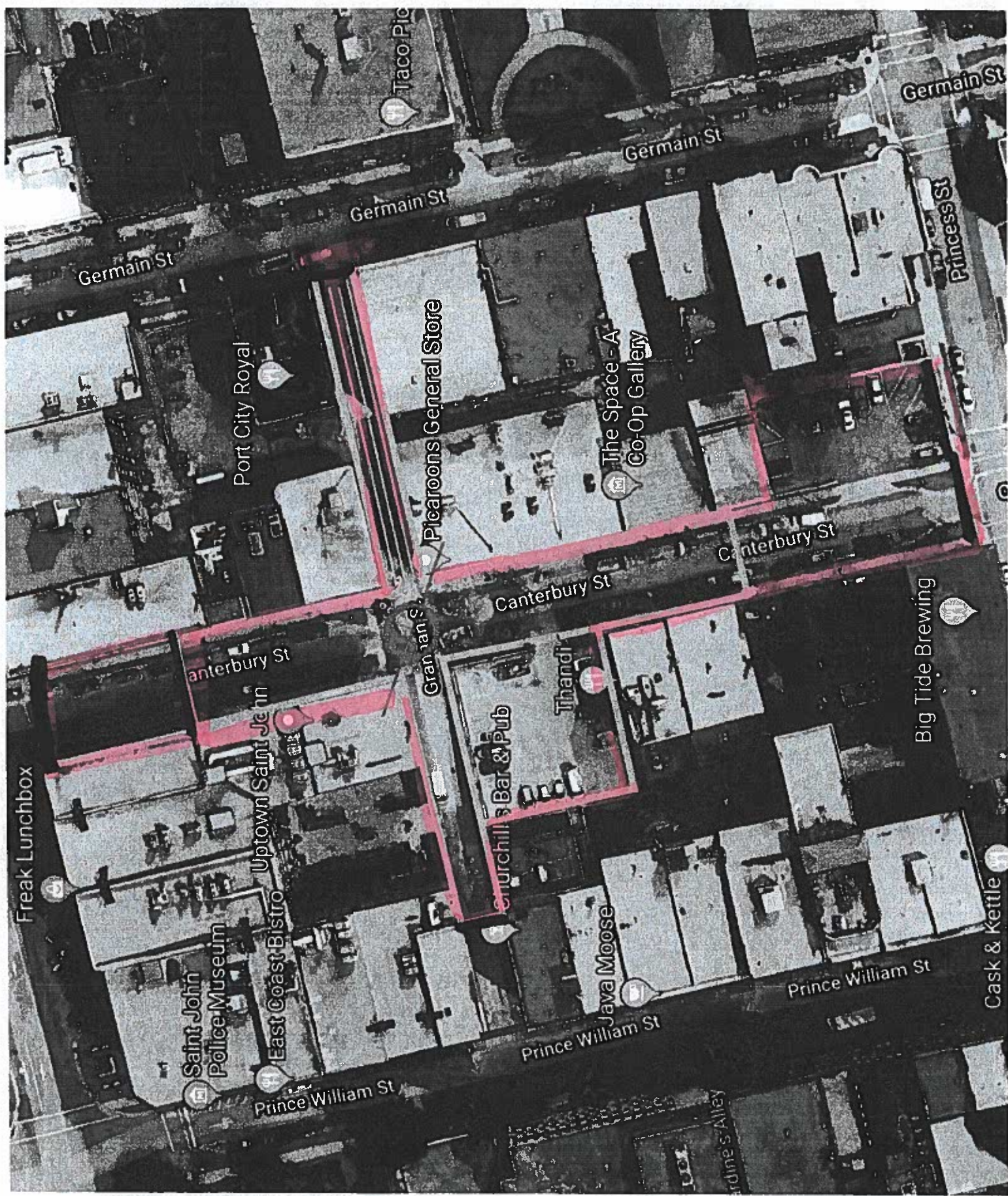
Please Note: Many municipal services are subject to costs and are the sole responsibility of the organizer. The municipality reserves the right to ask for pre-payment for these costs in the form of a money order or a certified cheque made payable to the City of Saint John, otherwise the costs will be invoiced to the organizer after the event is completed.

B. Using a separate sheet(s), please provide as much detail as possible on your event logistics. Please include all route maps and site plans if applicable and any additional information that you feel will explain your event.

With regard to the City of Saint John requirements outlined in this application I have signing authority for the above stated event. I understand the City of Saint John requirements of an event organizer as outlined in this application and will ensure that the event I represent will comply with these requirements:

[Signature]
Name Signature

Judy Klifler
Name Print



Freak Lunchbox

Saint John
Police Museum

East Coast Bistro

Uptown Saint John

Canterbury St

Granman St

Churchill's Bar & Pub

Thandi

Java Moose

Prince William St

Prince William St

Big Tide Brewing

Cask & Kettle

Picaroons General Store

The Space - A
Co-Op Gallery

Port City Royal

Germain St

Germain St

Germain St

Princess St