



THE CORPORATION OF THE TOWN OF MIDLAND

575 Dominion Avenue
Midland, Ontario L4R 1R2
(705)526-4275 Email: rkennedy@midland.ca

EVENT VENDOR LICENCE APPLICATION

The following must be submitted along with the signed application:

- Applicable application fee (Note: Application fee is not refunded if application is denied)
- Proof of permission to operate on private property (if the applicant is not the owner of the property)
- If applicant is a corporation or partnership, a corporate profile or a list of all names and addresses of each partner
- Copy of drivers license
- Proof of \$2 million comprehensive general liability insurance naming the Town as an additional insured (if located on municipal property)
- Site Diagram/Sketch for outdoor events as required under Schedule "D" of By-law 2026-7
- Floor Plan for indoor events as required under Schedule "D" of By-law 2026-7
- If multiple vendors, a list of vendors with names, business name, address, phone and email

Applicant Identification:

Name of Event: _____

Name of Applicant for Event: _____

Business Address (including postal code): _____

Telephone Number: Home _____ Business _____

Contact Person/Position: _____

Licence Fee: *(All fees are non-refundable)*

Annual Fee: See current Town of Midland Fees and Charges By-law

Event Fee:

Please note: *Events held on behalf of non-profit charitable organizations and non-profit non-charitable organizations are exempt from paying a licence fee if the intent of the event is to raise funds for charitable purposes. In this case, approval must be granted by the Municipal Law Enforcement Officer.*

Are the goods, wares, merchandise or produce grown, produced or manufactured locally?
(Midland, Penetanguishene, Tay or Tiny) Yes: _____ No: _____

If applicable, name the non-profit charitable organization or non-profit non-charitable organization for which proceeds are being raised.

Annual Licence:

Please provide the municipal address of the location where the goods will be sold: _____

Event Licence:

If you are applying for an event licence, please provide the following:

Date of Event: _____ Hours of Operation: _____

Location of Event: _____

(Name of Property/Owner)

(Address/Property Description)

Office Use Only:

- Receipt Number: _____ Not applicable
- Zoning Clearance: Yes Initials: ____ No
- Permission to operate on private property: Yes No Not applicable
- Certificate of Insurance: Yes No Not applicable
- Site Diagram/Sketch: Yes No
- Permission of Council: Yes No Not applicable
- MLEO approval Yes Initials: ____ No Not applicable
- Licence Number issued: _____

SIGNATURE OF APPLICANT

I, _____ do confirm that the information provided on this License Application is to the best of my knowledge and ability, complete and correct.

I hereby confirm that I have read By-law 2026-7 being the Business Licensing By-law with in the Town of Midland and I agree to comply with the provisions therein.

Signed before me at the Town of Midland in the County of Simcoe this

_____ day of _____, 20_____.

Signature of Applicant