



# Street Entertainer Permit Application

The City of Courtenay regulates the performances of Street Entertainers in the City. To request a Street Entertainer permit for the City of Courtenay, complete the following application and email it to [rsc@courtenay.ca](mailto:rsc@courtenay.ca) or deliver to Courtenay City Hall, 830 Cliffe Avenue. For more information, see the reverse or contact City of Courtenay Recreation & Cultural Services at 250-334-4441 ext. 7231 or [rsc@courtenay.ca](mailto:rsc@courtenay.ca).

**Application type:** ☐ Individual Permit ☐ Group Permit

## Performer Information

Name(s) of Performer(s) – *please print clearly*:

Is/are the performer(s) over 19? ☐ YES ☐ NO *If no, provide age \_\_\_\_\_ and name/contact info of Parent/Guardian:*

Phone #:

Email:

Have you been a Street Entertainer with the City of Courtenay in the previous year<sup>1</sup>? ☐ YES ☐ NO

Description of performance:

Battery operated amplification is permitted for non-acoustic instruments only. Does this apply to you? ☐ YES *If yes, provide details:* ☐ NO

Do you have all permits, clearances, licenses, and performance rights to perform material presented? ☐ YES ☐ NO

**Privacy Disclaimer:** The personal information on this form is collected under section 26(c) of the Freedom of Information and Protection of Privacy Act (FOIPPA) for the purpose of administering the Street Entertainer program. The applicant's name will be treated as public information, but other personal information collected will only be released in accordance with FOIPPA or as required by law. Questions about the collection, use and disclosure of this information can be directed to the Manager of Business Administration at [rsc@courtenay.ca](mailto:rsc@courtenay.ca) or 250-334-4441.

## By signing below the applicant confirms the following:

If a Street Entertainer Permit application is granted the applicant agrees it will indemnify and save harmless the City of Courtenay and its officials, officers, employees, servants, and agents from all costs, losses, damages, compensation, and expenses of any nature whatsoever suffered or incurred by the City and sustained or caused by the occupation or possession of the permit location, and from all claims, demands suits and judgments against the City and its officials, officers, employees, servants, agents or any of them, on account of or in respect of the premises or of the occupation or possession or use thereof by the Licensee, its servants, agents, contractors, licensees or application holder. The applicant also understands that this permit may be suspended or canceled without a refund at the discretion of the City of Courtenay if in violation of the City of Courtenay Street Entertainers Regulation Bylaw 2749, 2013 and its supporting guidelines.

**Applicant  
Signature:**

Date:

**For applicants under 19 years old: Parent/Guardian must sign the application with applicant for the review process to proceed.**

**Parent/Guardian  
Signature:**

Date:

<sup>1</sup> Street Entertainers who have held a valid permit in the previous year will not be required to audition again if their performance has not changed.

# City of Courtenay Street Entertainer Program

In accordance with the City of Courtenay Street Entertainers Regulation Bylaw 2749, 2013 the Director may impose conditions on a Street Entertainment Permit for continuing to hold a Street Entertainment Permit where such conditions are related to any other public safety manner. Please refer to Appendix A for the currently Street Entertainer Performance Locations.

Street Entertainers wishing to perform on public property must apply for and receive a Street Entertainer Permit. To request a permit, please follow these steps:

**Step 1:** Complete the application on the reverse.

**Step 2:** Submit completed application with a video sample of your entertainment and headshot (used for permit – no sunglasses or hats please) to [rca@courtenay.ca](mailto:rca@courtenay.ca). Paper applications may be dropped off to Courtenay City Hall - 830 Cliffe Avenue, however video/headshot must be sent to the aforementioned email address.

**Step 3:** City of Courtenay will send auditions to Downtown Courtenay Business Improvement Association to be reviewed. If your audition is successful, you will be notified by the email address or phone number provided on your application.

**Step 4:** Once you have received notification, go to City Hall with a valid piece of ID and pay the \$25.00 non-refundable permit fee (debit, cash, or cheque). The permit will be issued for a 12 month period. Please review the important details below before performing. **The City of Courtenay does NOT accept email transfers (e-Transfers).**

## General Information:

- Performances are permitted between 10:00 am and 10:00 pm, seven days a week
- Performances are limited to a maximum of two hours in any one location. You cannot repeat a performance at the same location on the same day
- Please stay home when sick and maintain a safe and respectful distance from the public when performing.

**Locations:** Performance locations have been limited to allow for safe distancing between performers and pedestrians. View map in Appendix A. Private property is not covered by the Street Entertainer Program.

***Unrestricted location:*** allows amplification audible beyond 75 metres; no amplified vocals

1. Randy Wiwchar Plaza – corner of 5th Street and Cliffe Avenue, in front of the Sid Williams Theatre

***Restricted Location:*** no amplification except non-acoustic instruments. No sound audible beyond 75 metres

2. Comox Valley Centre for the Arts (Comox Valley Art Gallery) Plaza (6<sup>th</sup> Street and Duncan Ave)
3. 4<sup>th</sup> St and Duncan Ave – south west corner (near municipal parking lot)
4. 5<sup>th</sup> St and England Ave – north west corner (near parking lot at 407 5<sup>th</sup> Street)

## Street Entertainment Guidelines:

<b>Do:</b> <ol style="list-style-type: none"><li>1. Follow all provincial public health orders, recommendations, and protocols</li><li>2. Ensure your ID badge is clearly displayed during your performance</li><li>3. Remove all litter and garbage generated by the performance</li><li>4. Keep the sidewalk clear for pedestrians and to allow physical distancing</li><li>5. Feel free to have an open container for donations and/or sell recordings <b>during</b> your performance. We recommend having hand sanitizer available for public use for those wishing to handle your recordings.</li><li>6. Vacate the premises if requested by a Peace Officer, Bylaw Enforcement or other City representatives</li><li>7. For groups: ensure all group members are included on your permit. Group performances must include at least two of the group members</li><li>8. Cooperate with facility operators at Sid Williams and Centre for the Arts if you are requested to adjust your position or volume due to the facility's operations and programming.</li></ol>	<b>Don't:</b> <ol style="list-style-type: none"><li>9. Use profanity</li><li>10. Use dangerous props</li><li>11. Use props in a way that could injure or cause damage to the public</li><li>12. Consume, or perform under the influence of, alcohol or drugs</li><li>13. Aggressively solicit for donations, verbally or otherwise</li><li>14. Perform at a location that has already been booked for a special event, unless permitted by the event organizer</li></ol>
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**Failure to comply with the above guidelines could result in a fine and/or suspension or cancellation of your permit.**

## Questions?

Contact the Recreation & Cultural Services Department at 250-334-4441 ext. 7231 or email [rcs@courtenay.ca](mailto:rcs@courtenay.ca)  
For further details, read the City's Street Entertainer Bylaw No. 2947, 2013.