



# APPLICATION FOR A PARK PERMIT SPECIAL EVENT

Full instructions, eligibility requirements, and important dates can be found at [yukon.ca/doing-business/get-park-permit](http://yukon.ca/doing-business/get-park-permit)

Part 1: Application type		
Application status	<input type="checkbox"/> New	<input type="checkbox"/> Amendment
Applicant type	<input type="checkbox"/> Individual	<input type="checkbox"/> Government
	<input type="checkbox"/> Non-Profit	<input type="checkbox"/> Other _____
	<input type="checkbox"/> Educational institution	<input type="checkbox"/> Business/commercial
Part 2: Applicant information		
Contact information (note: this application is not transferable)		
Name	Office phone	Cell phone
Address		
Email	Website	
On-site field supervisor (if not the same as above)		
Name	Phone	
Email		
Affiliations and contributors		
List all affiliations or contributors to your proposed project. Include school, college, university, government agency, company, non-government organization etc.		
Licences required (if applicable)		
<input type="checkbox"/> Environmental Impact Screening Committee' decision letter submission number for Qikiqtaruk Territorial Park – Herschel Island: _____		
<input type="checkbox"/> Yukon Environmental and Socioeconomic Assessment #: _____		
<input type="checkbox"/> Transportation/highway use permit: _____		
<input type="checkbox"/> Other(s) - Include all licenses, tenures or permits required: _____		
Part 3: Territorial park		
Indicate which territorial park(s) you intend to use.		
<input type="checkbox"/> Coal River	<input type="checkbox"/> Ni'iinlii Njik – Fishing Branch	<input type="checkbox"/> Qikiqtaruk – Herschel Island
<input type="checkbox"/> Tombstone	<input type="checkbox"/> Kusawa	
<input type="checkbox"/> Campground (recreation park) or recreation site(s): _____		

**Part 4: Event description**

Name of event

Type of event (check all that apply)

 Cultural/community event Family event (wedding/reunion/birthday, etc.) Educational event Other: \_\_\_\_\_

Provide a brief description, and describe the purpose of your proposed activities.

**Use of park facilities. Check and include details on all that apply.**

Facility type	# of facilities	Specific location (campground, trail name, GPS, etc.)
<input type="checkbox"/> Campsite		
<input type="checkbox"/> Picnic shelter/cooking shelter		
<input type="checkbox"/> Trail		
<input type="checkbox"/> Parking area		
<input type="checkbox"/> Wilderness/non-facility area		
<input type="checkbox"/> Boat dock/beach		
<input type="checkbox"/> Group use area		
<input type="checkbox"/> Other:		

**Additional facilities. Check and include details on all that apply.**

Facility type	Facility description (size, type, number, set up requirements or equipment)	Location (name or GPS coordinates)
<input type="checkbox"/> Stage set up		
<input type="checkbox"/> Sound or video equipment		
<input type="checkbox"/> Event tents, tables or tables		
<input type="checkbox"/> Food or beverage service		
<input type="checkbox"/> Generators		
<input type="checkbox"/> Other:		
<input type="checkbox"/> Other:		

Do your activities propose exclusive use of an area, control of foot or vehicle traffic, changes or alterations to parks facilities? If yes, provide details on dates, locations, times, and how you will mitigate impacts on the enjoyment of other park visitors.

 Yes No

Use of road ways for parking, or other activities? If yes, provide details on dates, start and end times for all locations, including traffic control and safety procedures.  Yes  No

Use of aircraft, UAVs (drones), paragliding or parasailing? If yes, provide details on type of flying activity, aircraft, equipment, dates, times, name of company, and special permits.  Yes  No

Will your proposed activities include reference to any species of conservation concern, or any cultural values within the park, including archaeological, First Nation or Inuvialuit cultural sites or traditional use? If yes, provide details.  Yes  No

Filming or photography? If yes, provide details on the scope of activities, intended use of final product, type of gear, equipment, onsite facilities (sets, portable shelters, generators etc.).  Yes  No

Use of firearms, fire, chemicals, or other hazardous materials? If yes, provide details on type, purpose, dates, duration, acquired permits, training, mitigation and clean up.  Yes  No

Do your proposed activities require involvement of park staff or park visitors? If yes, provide details.  Yes  No

Explain why it is important this event occur within the park identified. List any alternate locations within park boundaries being considered.

### Part 5: Trip frequency and season

Identify the total number days proposed in this application.

Summer (April 1 - September 31). Number of days: \_\_\_\_\_

Winter (October 1 – March 31). Number of days: \_\_\_\_\_

### Part 6: Proposal details – instructions

Provide details for each activity. Include additional pages if necessary.

- 1. Activity / purpose:** List all activities – use one (1) line for each activity (ceremony, event set up/clean up, camping, hiking, picnicking etc.)
- 2. Park name:** Identify the park(s).
- 3. Trip date and time:** Provide the start and end date(s) and time(s).
- 4. Facility or location:** List specific facility and location for each proposed activity. Provide name of campgrounds, trails, routes, equipment, pop up tents, generators, support facilities such as waste or food storage. Include specific description or GPS coordinates if necessary.
- 5. Group size:** Maximum group size for each activity.
- 6. Accommodation:** List the type and number of overnight accommodation units (camping tents, recreational vehicles, truck and camper, camping trailer etc.).
- 7. Vehicles / transportation:** Type and number of transportation to access all locations and activities (on foot, motor vehicle, helicopter, fixed wing airplane, snow machine, ATV, type of watercraft, dogsled, skis, snowshoe etc.).

Activity 1 per line	Park name	Trip dates/ times Start – end	Facility/location	Max. group size	Accom. units Number, type	Vehicles Number, type
<i>Example: Race checkpoint</i>	<i>Twin Lakes</i>	<i>August 21</i>	<i>Picnic shelter Pop up shelter, porta- ble table</i>	<i>5 volun- teers 25 runners</i>	<i>Not applicable – day use only</i>	<i>4 support ve- hicles - trucks</i>
<i>Example: Family Fishing Weekend</i>	<i>Tatchun Lake</i>	<i>July 1 – 3</i>	<i>Picnic shelter lunch provided, fileting workshop, Boat dock, Boat trailer parking</i>	<i>3 staff 10 families (50 people)</i>	<i>2 campsites for staff</i>	<i>2 trucks, 2 boats and trailers</i>
<i>Example: Wedding</i>	<i>Tombstone Park</i>	<i>July 25</i>	<i>Goldensides Trail</i>	<i>12</i>	<i>Not applicable – day use only</i>	<i>2 x vans</i>
<i>Example: Helicopter Landing</i>	<i>Tombstone Park</i>	<i>July 24 3x return trips</i>	<i>Talus Lake designated landing site</i>	<i>4:1 includ- ing pilot</i>	<i>Not applicable – day use only</i>	<i>1 x Bell 206 L4</i>
<i>Example: Camping</i>	<i>Tombstone Park</i>	<i>July 24-26</i>	<i>Tombstone Mountain Campground, 3x campsites</i>	<i>12</i>	<i>2 x trailers 4 x tents</i>	<i>2 x vans, 2 x trailers</i>

## Part 7: Management of food and waste

**Note:** Follow *Leave No Trace* practices and the *Wildlife Act*. Refer to [www.leavenotrace.ca](http://www.leavenotrace.ca)

### Describe how you will store, transport and dispose of the following:

**Food storage.** Proper food storage is mandatory in all park areas. All food and attractants (cooking utensils, recycling, garbage, toothpaste etc.) must be secure at all times. Pack food in sealed bags to reduce odors. Bear-proof food canisters may be mandatory.

#### Identify the type of food storage to be used. Check all that apply.

- Bear-proof food canister – brand/type: \_\_\_\_\_
- Inside a vehicle or hard-sided unit
- Food lockers provided in campgrounds
- Other: \_\_\_\_\_

#### Food preparation. Check all that apply.

- Portable camp stove                       Designated fire pit or woodstove
- Cooking shelter or picnic table         Other: \_\_\_\_\_

#### Garbage and recycling storage and disposal. Check all that apply.

- Pack out in bear proof canister         Dispose in bear-proof garbage or recycling bin
- Store in vehicle                               Other: \_\_\_\_\_

#### Human waste. Check all that apply.

- Use outhouse facilities                       Pack out
- Dispose all feminine hygiene products in garbage receptacles or pack out

#### In wilderness areas:

- Pack out
- Dig cat holes (bury waste 15-20 cm (6-8 inches) deep, 60 m (200 ft.) from water, pack out paper)
- Other: \_\_\_\_\_

#### Grey (waste) water. Check all that apply.

- Use grey water facilities provided by parks
- In non-facility areas, discard 60 m (200 ft.) from water sources and camp
- Other: \_\_\_\_\_

#### Fuel and other attractants

#### Domestic animals

Travelling with animals?    Yes    No

Type of animal	Number of animals	Describe the purpose, food type and secure storage, waste management, bedding type, and how animals will be under control.

## Part 8: Additional information

Describe how your proposed project will support park, First Nation or Inuvialuit values.

Describe or attach a copy of your safety plan, list of training, safety, communication equipment. **Note:** The Government of Yukon is not responsible for initiating search and rescue effort, and any costs incurred by the Parks Branch associated with assisting search and rescue efforts may be passed on to the permit holder.

Describe all actions that will be undertaken to mitigate impacts on land, water, flora, fauna, socio-economic values, and the enjoyment of other park users.

Provide any additional information that may assist in assessing the application, or list specific questions that may assist in further clarification of this application and proposed activities.

If an application is approved, the following documents may be required. Indicate documents included as attachments with this application.

Event schedule, maps, etc.

Proof of comprehensive liability insurance policy indicating a minimum of \$2,000,000, naming the "Government of Yukon" as additional insured, to be carried for the duration of the activity in the park.

Proof of all other necessary permits:

Other: \_\_\_\_\_

Other: \_\_\_\_\_

### Part 9: Applicant's declaration

I certify that all of the information contained in this application and any supporting documents is true and correct to the best of my knowledge and belief. I understand that any misrepresentation of submitted information may invalidate approval of this application.

\_\_\_\_\_  
Print name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

### Questions about this park permit application can be directed to:

Government of Yukon  
Parks Branch  
P.O. Box 2703 (V-4)  
Whitehorse, YT, Y1A 2C6

Email: [parkpermits@yukon.ca](mailto:parkpermits@yukon.ca)  
Phone: 867-993-7714 or 867-667-5648  
Toll free (in Yukon): 1-800-661-0408 ext. 5648