

RECREATION AND PARKS DEPARTMENT
LOAN OF TOWN EQUIPMENT

The Town makes available limited quantities of equipment and materials for user groups. Equipment is available on a first come, first serve basis and is delivered and picked up by the Town for a fee. We may request a \$250.00 deposit upon receipt of your request. **If you are planning a road closure, please contact the Traffic Coordinator at (905) 873-2601 ext. 2215 to determine any road closed/detour signage requirements and possible placement costs.** Please complete and fax this form to 905-873-1587. Questions? Tel: 905-873-2601 Ext. 2269

CONTACT INFORMATION:

ORGANIZATION: _____ EMAIL: _____
CONTACT PERSON: _____ FAX: _____
ADDRESS: _____ POSTAL CODE: _____
PHONE Home: _____ Bus.: _____

EVENT INFORMATION:

EVENT NAME: _____ DATE OF EVENT: _____
EVENT LOCATION: _____

AVAILABLE LOAN OUT EQUIPMENT: Please see reverse side for descriptions & Photos of Items

Equipment/Material	Town Quantity	Requested Items
Crowd Control Barrier	40	_____
Garbage Barrel (includes 3 bags/barrel).....	25	_____
Picnic Table	20	_____
Sandwich Board Parking Sign	6	_____
Recycle Container (large)	8	_____
Recycle Container (small)	25	_____
Pylon (large)	24	_____
Pylon (small)	30	_____
Portable Bleacher (rental fee applies - includes set up for local delivery)	1	_____
Road Barricade	28	_____
Bike Rack	8	_____
Snow Fencing	Per request	_____
Snow Fencing Ties (per 100)	Per request	_____
T-Bars (for snow fencing)	Per request	_____
Garbage Bags (100 bags/case)	Per request	_____
Garbage Bags (20 bags)	Per request	_____
Recycling Bags (100 bags/case)	Per request	_____
Recycling Bags (20 bags)	Per request	_____

DELIVERY FEES: Fees listed below include both delivery and pick up. Set up fees are extra and individual quotes will be provided. A fee maybe applied if all items are not returned and/or if there is damage reported.

Item	Unit	Cost before tax
Event Delivery – Picnic Tables	Per load of 10	\$309.00
Event Delivery – Crowd Control Barriers	Per load of 20	\$309.00
Event Delivery – Large load/local	Per load	\$309.00
Event Delivery – Small load/local	Per load	\$103.00
Event Delivery – Bike Racks	Per load of 8	\$103.00
Event Support On-site (staff person and vehicle)	Per hr.	\$77.25
Snow Fencing per 50ft	Ea.	\$39.39
Snow Fencing Ties	Per 100	\$11.26
Garbage Bags/Recycling Bags (100 bags/case)	Ea.	\$28.14
Garbage Bags /Recycling Bags (20 bags)	Ea.	\$5.63

DELIVERY AND PICK UP OF EQUIPMENT:

Equipment to be delivered by the Town: _____
DATE: _____ TIME*: _____ LOCATION: _____
Equipment to be picked up by the Town: _____
DATE: _____ TIME * _____ LOCATION: _____

*Every effort will be made to honour your requested time.

I have attached a map to indicate exact location of drop off/pick location.

PLEASE SEE REVERSE SIDE FOR DESCRIPTIONS AND PHOTOS OF EQUIPMENT

LOAN OF EQUIPMENT – INVENTORY

		
Crowd Control Barrier	Garbage Barrel	Picnic Table
Replacement Value (per unit): \$175.00 Dimensions: 46" H & 86" W	Replacement Value (per unit): \$50.00 Dimensions: 23" in D & 34" H	Replacement Value (per unit): \$500.00 Dimensions: 72 ½ L" x 55 ½ "W x32 H"
		
Sandwich Board Parking Sign	Recycle Container	Wooden Snow Fence
Replacement Value (per unit): \$150.00 Dimensions: 52" H & 38 ¾ " W	Replacement Value (per unit): \$100.00 Dimensions: 46" H & 31 ¾ " D & 23" W	Replacement Value (per unit): \$35.00 T-Bars \$8.00 (per unit) Dimensions: 50ft roll (snow fencing) 6 " metal (T-Bar)
		
Pylons (large) Replacement Value (per unit): \$16.50 Dimensions: 3' H Pylons (small) Replacement Value (per unit): \$15.50 Dimensions (approx.): 1.5' H	Portable Bleacher Dimensions: Seating Capacity express in # of seats @ # inches per seat (min. 183 @ 18" per seat) Bleacher Dimensions when opened & installed (L x W x H) 512" x 209" x 127"	Road Barricade Replacement Value (per unit): \$72.50 Dimensions: 38" H & 8"W
		
Recycling Container – Small	Bike Rack	
Replacement Value (per unit): \$200.00 Dimensions: 19" L, 19" W & 36" H	Replacement Value (per unit): \$270.00 Dimensions: 132" W & 44" H	

*taxes and delivery charges not included

REC-2017-01

Recreation & Parks Department
Tel: 905-873-2601 Ext. 2269 OR 2273 Fax: 905-873-1587