

SIGN STATION/TEMPORARY STREET CLOSURE APPLICATION (Check all that apply)

Sign Station Temporary Street Closure

Submit form to City Hall
410 Esplanade, Ladysmith or
email to info@ladysmith.ca

1. EVENT INFORMATION		
EVENT:	DATE(S):	
2. CONTACT INFORMATION		
NAME:	ORGANIZATION:	
MAILING ADDRESS:		EMAIL:
CITY:	PROV	POSTAL CODE:
PHONE NO:	CELL NO:	FAX NO:
3. SIGN STATION REQUEST		
SIGN STATION(S) REQUESTED: <input type="checkbox"/> Cenotaph (North) <input type="checkbox"/> Davis Road (South)		
DISPLAY DATES REQUESTED: Display updated Mondays (Note 2 week display limit – unless otherwise approved)		
DESIGN GUIDELINES FOR SIGN Material: 4' x 8' coroplast Letter Size: Minimum 6" for primary letters Content: Primary – community event and date(s); Secondary – graphics or sponsor logo		
4. STREET CLOSURE REQUEST		
STREET REQUESTED FOR CLOSURE:	ROAD 1:	ROAD 2: If applicable
FROM (CLOSEST CROSS ROAD):		
TO (CLOSEST CROSS ROAD):		
DATE(S) REQUESTED:		
TIME CLOSED: (ex. 3:00 p.m. – 5:30 p.m.)		
5. DETAILS		
ARE BARRICADES NEEDED?	<input type="checkbox"/> YES <input type="checkbox"/> NO	Number Required:
WILL TRANSIT NEED TO BE REROUTED?	<input type="checkbox"/> YES <input type="checkbox"/> NO	
OTHER INFORMATION:		
PLEASE USE MAP ON REVERSE SIDE TO MARK SECTION(S) OF STREET(S) REQUIRING CLOSURE		

The personal information on this form is collected under the general authority of the *Community Charter and Freedom of Information & Protection of Privacy Act (FOIPPA)* and is protected in accordance with FOIPPA. Personal information will only be used by authorized staff to fulfill the purpose for which it was originally collected or for a use consistent with that purpose. If you have any questions about the use and collection of this information, contact the Corporate Officer at 250.245.6417 or foi@ladysmith.ca.

Frank Jameson
Community
Centre

Lady Smith
Secondary
School

Lady Smith
Primary
School

Fire
Hall

TOL Public
Works Yard

RCMP



Lodge on 4th,
Ambulance and
Lady Smith Health
Centre

Aggie Fields
and Aggie Hall

Lady Smith
Intermediate
School

Anglican
Church

Sport Square
Resource
Centre and
Boys and Girls
Club
United
Church

Can't say
Gardens
Little
League
Baseball

4th Avenue Extension

Belare Street

Root Street