

**City of Kelowna
Tourism Oriented Destination Signage (TODS) Program**

Please read the following instructions carefully before completing this application

- Provide information requested in the boxes provided
- Do not enter information in shaded boxes, which are for office use only
- Incomplete application form may delay the processing of your application
- Read the terms and conditions of the agreement and sign the application form
- Include the application fee with the application form – payable to City of Kelowna
- You will be advised of your eligibility, which signs have been approved and the total fees payable
- Upon receipt of the total fees payable, your signs will be ordered and installed

For Office Use Only

Application #

Date of Receipt:

Date of Approval:

Applicant Information

Name:

Mailing Address:

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Telephone #:

E-mail:

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Attraction Operation Information

Name of Operation:

Name to Appear on Signs

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Business License #

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Municipal Address of Operation

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Nature of Business

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Attraction Information

Answer Yes (Y) or No (N) to the following statements and supply information as requested

- | | |
|--------------------------|---|
| <input type="checkbox"/> | My operation is within the City of Kelowna City Limits |
| <input type="checkbox"/> | I am registered with Tourism Kelowna |
| <input type="checkbox"/> | My operation has a current business license |
| <input type="checkbox"/> | My operation complies with all applicable federal, provincial and municipal regulations |
| <input type="checkbox"/> | My operation adheres to the safety standards and procedures that apply to the industry to which it belongs |
| <input type="checkbox"/> | My operation serves predominantly tourism customers |
| <input type="checkbox"/> | My operation is open to the general public |
| <input type="checkbox"/> | My operation is accessible by public roads |
| <input type="checkbox"/> | My operation is open at least 5 days per week a minimum of at least 12 consecutive weeks per year. If not, indicate season and hours: |

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Additional Information

- | | |
|--------------------------|--|
| <input type="checkbox"/> | My operation has a staffed reception and orientation point |
| <input type="checkbox"/> | My operation has a control gate |
| <input type="checkbox"/> | My operation has permanent interpretation panels and displays |
| <input type="checkbox"/> | My operation advertised its location, operating season and hours, contact information and facilities on the following media: |

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Please enter the number from the list below that best describes your business.

- | | |
|---|--|
| 1 Bed and breakfast | 15 Industrial tours |
| 2 RV park or campground | 16 Performing arts theatre - Indoor or outdoor |
| 3 Winery, cider or mead producer | 17 Art Gallery |
| 4 Craft brewery, distillery | 18 Racetrack/Speedway |
| 5 Honey | 19 Amusement/theme Park |
| 6 Farm market | 20 Zip-lining |
| 7 Farm tours/Agricultural interpretive centre | 21 Zoos |
| 8 First Nation's heritage site | 22 Conservation area |
| 9 Historic site or building | 23 Botanical gardens |
| 10 Park | 24 Public golf course |
| 11 Artisan | 25 Marina |
| 12 Educational attraction | 26 Equestrian Facility/Trail riding |
| 13 Fish farm/Hatchery | 27 Sports facility |
| 14 Interpretive Centre | 28 Museum |
| | 29 Other |

Sign Information

Trailblazing Signs To be placed on	Approaching	From N, S, E, W	Shaded area to be filled by City staff only Size W x H cm	Km	Arrow	Fee
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						Application Fee \$ 100.00

				Total Sign Fees	\$ 100.00
	Application Fee \$100 (non-refundable)			PST 7%	\$ 7.00
Costs:	Sign Manufacture and Install \$180 per sign			GST 5%	\$ 5.00
	Sign repair/replacement \$120 per sign			Total Payable	\$ 112.00

Agreement

Invoice #

I have read and understand the City of Kelowna TODS Policy
 I have supplied information on this form truthfully and to the best of my knowledge
 I agree to the following conditions:

- My eligibility in the TODS program is subject to approval by the City of Kelowna.
- The City reserves the right to approve and decide on the type, size and location of the TODS signs I apply for.
- Signs will not be installed in a manner that may negatively impact traffic safety.
- All TODS signs installed on my behalf are the property of the City of Kelowna and can be moved or removed as required.
- Fees payable to the City of Kelowna are for services rendered in accordance with the TODS program as approved by City Council.

Signature:

Name:

Date: