

Animal Authorization Request

In accordance with the Edmonton EXPO Centre Operating Guidelines:

This is to certify that _____ will not hold the Edmonton EXPO Centre or the City of Edmonton financially liable for any damage or injuries resulting from a _____ (animal) in the _____ (event/location).

The following rules must be abided by:

1. Final approval will be at the discretion of the Edmonton EXPO Centre.
2. Insurance on behalf of _____. Five million dollars (\$5,000,000.00) liability insurance for bodily injury and/or property damage in any one occurrence, shall include a cross-liability clause and shall name the Edmonton EXPO Centre and City of Edmonton as additional insured.
3. Animals must access the building through the back-of-house entrances and are not permitted to use the main public entrances.
4. Animals must be treated in accordance with the guidelines of the Alberta Humane Society.
5. _____ assumes full responsibility for all liability, and costs related to extra cleaning or damage resulting from the presence of the animal.

Please answer the following questions:

1. Describe how the animal(s) are integral to the event, activation, or program?
2. Will any animal(s) be for sale, adoption, or transfer of ownership on-site?
3. Have the animal(s) previously participated in other public events or similar activations?
4. How will the animal(s) be safely contained or managed within their booth or event space (e.g. fencing, pens, enclosures, leashes, or handlers?)
5. Who is responsible for the care, supervision, and handling of the animal(s) while on site?
6. Will guests be permitted to touch and interact with the animal(s)?



7. Is there a designated quiet area or cool down plan to provide isolation, rest, or other accommodations if an animal becomes stressed, overstimulated or needs a break?
8. Will the animal(s) be removed from the facility at the end of the event each day? If not, please describe the overnight housing arrangements and provide an emergency contact.

Company: _____ Booth #: _____
Contact Name: _____
Address: _____
Telephone #: _____

Please send completed form to Show Management. If approval is granted, exhibitors will be notified of approved animal requests by Show Management.

