

# Waste Management Plan for Runs/Walks

The **Waste Management Plan** MUST be completed and submitted with your Permit Application.

## Requirements

The following information is required for a road occupancy permit in connection with your event:

- Detailed site plan indicating the location of all containers/bins and location of all watering stations.

### Questions about the Plan?

Contact Solid Waste Management Services, Special Events: 416-392-7171 or 416-392-7745.

**Note: A road closure permit will not be issued until a Waste Management Plan is submitted and approved by Solid Waste Management Services. Should the applicant/permit holder fail to remove any garbage, litter and debris from the public right-of-way then the City will remove it at the applicant's expense.**

**Events taking place entirely in public parks are exempt from completion of a waste management plan (provided there is no partial closure or usage of the public right-of-way for event operations).**

Event Name	Event Date (yyyy-mm-dd)
Event Address/Location	

## Contact Information

<b>Primary Contact</b>		
First Name	Last Name	Telephone Number
E-mail Address	Applicant's Signature	
<b>Secondary Contact</b>		
First Name	Last Name	Telephone Number
E-mail Address		

## Waste Collection, Bins and Materials

Private Company Name		Number of Hired Staff		Number of Volunteers	
Contact First Name		Contact Last Name			
Telephone Number		Mobile Number			
Bins supplied by Solid Waste Management Services.	Recycling (Office use only)		Organics	Garbage	
	Roll-Off Bins	Toter Bins	Toter Bins	Roll-Off Bins	Toter Bins
Number of Bins					
Size/Capacity					

# Waste Management Plan for Runs/Walks

**Typical Waste by Material Type** (List types of waste that will be generated by your event)

Serveware (e.g. foam polystyrene, paper, plastic, etc.):

Packaging materials (e.g. cardboard, plastic film):

Other (e.g. food waste):

- ☐ Check box if you are using the same service provider for Waste Collection and litter removal (bag and broom).  
If not, please complete the Litter Operations (bag and broom) section on page 2.

**Failure to remove any garbage, litter and debris in a timely manner as a result of the street closure will cause the City to remove the above at the applicant's expense.**

**Litter Operations (bag and broom)**

Private Company Name	Number of Hired Staff	Number of Volunteers
Contact First Name	Contact Last Name	
Telephone Number	Mobile Number	

Please forward the completed application by email: [SWMSSpecialEvents@toronto.ca](mailto:SWMSSpecialEvents@toronto.ca) or Fax: 416-392-0882

\*Applicants may fax in applications; however, sending personal information by fax is not a secure means of transmission. It is suggested you return the application by email.

**Office Use Only**

Approved By		
First Name	Last Name	
File Number	Copy of Documents on File: <input type="checkbox"/> Approved Site Plan <input type="checkbox"/> Contracts(s)	

Toronto's Solid Waste Management Division collects personal information on this form under authority of the City of Toronto Act, S.O. 2006, Chapter 11, Schedule A, s. 136 (b) & (c) and the City of Toronto Municipal Code, Chapter 743 (Use of Streets and Sidewalks Use), s. 743-7C.(3)(j). The information is used to confirm your Waste Management Plan as a required condition of your Street Event Permit application. Questions about this collection can be directed to the Project Lead, Special Events, Collections Operations at the Yonge Street Yard, 1008 Yonge Street, Toronto, ON M4W 2K1 or by telephone at 416-392-7745.