



**PUBLICATION BOX PERMIT APPLICATION
CITY OF KINGSTON**

As per By-Law 2004-107

PERMIT NO. _____

PUBLICATION COMPANY: _____

BUSINESS ADDRESS: _____

BUSINESS TELEPHONE: _____

NUMBER OF PUBLICATION BOX LOCATIONS AS LISTED ON INVOICE: _____

PUBLICATION BOX PERMIT HOLDER (NAME): _____

ADDRESS: _____

TELEPHONE: _____

THIS PERMIT IS SUBJECT TO THE FOLLOWING CONDITIONS:

APPLICATION FEE: \$104.03 + HST (PER BOX) = \$117.55

Every person who proposes to place a publication box upon a highway shall make application for a permit in each calendar year during all or part of which the person proposes to place the box upon a highway.

No publication box shall be permitted upon a highway unless its proposed location is at least 100 metres (330 feet) from an existing retail business that sells or distributes the same publication.

A permit authorizing a publication box to encroach upon a highway, which shall be valid only for the duration of the calendar year for which it is issued.

If an authorized publication box is not maintained in a neat, clean and rust-free condition, the City, after giving notice to the permit holder, may remove and impound the publication box and, in that event, the permit holder or another person acting on the permit holder's behalf who wishes to recover the publication box shall be required to pay the amount of the costs incurred by the City in removing and impounding the publication box.

All applicants must provide liability and property damage insurance, in the amount of \$2,000,000, naming the City of Kingston as an additional insured in order to protect the City against all liability.

Applicant Signature: _____

Accepted by: _____

ENGINEERING DEPARTMENT

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