

## Key Requirements

- Application should be submitted three business days in advance
- Location fee for parks - \$500 daily
- Location fee for facilities – based on fee schedule for the specific facility
- Road Occupancy Fee - \$50 (one time fee, GST included)
- Insurance - \$5 million

## Primary Municipal Contact

### Judy Wight

Economic Development Associate  
Email: judy.wight@townofajax.com  
905-683-3000 Ext 231  
Fax: 905-686-0360

### Town of Ajax

65 Harwood Ave S  
Ajax ON L1S 2H9  
www.townofajax.com

### Alternate

Nadia Sukovski  
Email: nadia.sukovski@townofajax.com  
905-683-3000 Ext. 253  
Fax: 905-686-0360

## Film Location Permit Terms and Conditions

1. Proof of insurance for not less than \$5,000,000, naming the Town of Ajax as the additional insured to be supplied to the Economic Development Office.
2. Adequate signage to guide the motorist or public around the site will be supplied, erected and maintained as directed by the Road Authority.
3. All barricades, signs and signals shall be to the satisfaction of the Road Authority.
4. Through traffic must be maintained at all times.
5. Traffic may be stopped in any direction for not longer than three-minute intervals.
6. Pay duty police officers must be on site when traffic is stopped for any length of time in any direction.
7. Economic Development Office is to be notified of all public roads and properties used for filming or parking. A road occupancy permit will be supplied when required.
8. No permanent or temporary fixtures or road signs may be covered, removed or altered in any way without the express written approval from the Road Authority.
9. Vehicular and pedestrian access to all properties must be maintained.
10. Any required maintenance and the repair of any public roadway or property will be carried out by the Municipality, at the expense of the applicant.

## Film Location Permit Terms and Conditions

11. The applicant must, when refuse collection will be interrupted as the result of filming activity, be responsible for making alternate arrangements which are satisfactory to the Municipality and the affected property owners.
12. All vehicles forming part of the production, which exceed the maximum width restrictions of the Highway Traffic Act, shall be escorted to and from the film location by the Police.
13. The applicant shall be responsible for all costs, including lost revenue, associated with the reservation or removal of parking meters.
14. The applicant shall be responsible for the removal of litter and restoration of the event site.
15. Applicants must notify in writing any resident that may or will be affected during the process of filming.
16. Applicants must at all times comply with local regulations regarding parking, restricted areas, fire hydrants unless otherwise specified by the Road Authority.
17. Municipal Noise By-law must be adhered to at all times. Any activity after these hours will require written permission from the Municipality.
18. Be advised the Municipality may be required to enforce the three-hour parking by-law in certain residential areas.
19. If the road is to be partially closed, or traffic restricted in any way, it is the responsibility of the applicant to contact the following agencies to inform them as to the dates of commencement and completion of filming.

## Municipal Services

### **Chamber of Commerce / BIA**

Ajax-Pickering Board of Trade  
144 Old Kingston Rd., Suite 10, 2nd Floor  
Ajax ON L1T 2Z9  
905-686-0883  
Fax: 905-686-1057  
Email: [info@apboardoftrade.com](mailto:info@apboardoftrade.com)  
[www.apboardoftrade.com](http://www.apboardoftrade.com)

### **Conservation Authorities**

Central Lake Ontario Conservation Authority (CLOCA)  
100 Whiting Ave.  
Oshawa ON L1H 3T3  
Mike Hrynyk, Superintendent  
905-579-0411 Ext. 41  
E-mail: [mail@cloca.com](mailto:mail@cloca.com)  
[www.cloca.com](http://www.cloca.com)

### **Fire Services**

65 Harwood Ave. S.  
Ajax ON L1S 2H9  
Administration: 905-683-4481  
Prevention: 905-683-7791  
Fax: 905-683-8119

## Municipal Services

### Garbage Disposal

Landfill Sites – Durham Region: 905-668-7721

[www.region.durham.on.ca/works.asp?nr=/departments/works/waste/wastedisposalsites.htm](http://www.region.durham.on.ca/works.asp?nr=/departments/works/waste/wastedisposalsites.htm) (Map & info)

### Hospitals

Rouge Valley Health – Ajax & Pickering

580 Harwood Rd. S.

Ajax ON L1S 2J4

Katie Cronin-Wood, Director of Communications

Email: [k.croinwood@rougevalley.ca](mailto:k.croinwood@rougevalley.ca)

905-683-2320 Ext. 5250

Fax: 905-683-5846

[www.rougevalley.ca](http://www.rougevalley.ca)

### Police & Pay Duty Service

Durham Regional Police Services

Headquarters: 605 Rossland Rd. E., PO Box 911

Whitby ON L1N 0B8

Durham East: 905-579-1520

Durham West: 905-683-9100

Toll-free: 1-888-579-1520

[www.drps.ca](http://www.drps.ca)

- Explosive Disposal Unit (EDU)  
Sgt John Taylor – [jtaylor@drps.ca](mailto:jtaylor@drps.ca)  
Sgt Loxley Colquhoun – [lcolquhoun@drps.ca](mailto:lcolquhoun@drps.ca)  
905-579-1520 Ext. 5302
- Pay Duty Bookings  
Leslie Cherry  
905-579-1520 Ext. 4352  
Email: [lcherry@drps.ca](mailto:lcherry@drps.ca)  
Rates: [www.drps.ca/netscape/over\\_the\\_counter/index.asp](http://www.drps.ca/netscape/over_the_counter/index.asp)

### Roads, Traffic Operations & Maintenance

Operations and Environmental Services Department

491 Mackenzie Ave.

Ajax ON (Mail to Town address)

Steve Brake, Manager, Public Works

905-683-2951 Ext. 4206 / 905-683-3011 (after hours)

Email: [steve.brake@townofajax.com](mailto:steve.brake@townofajax.com)

### Water Hydrants

Region of Durham – Ajax Depot

2020 Salem Rd.

Ajax ON L1S 4S7

905-683-1471

Fax: 905-686-9840

[www.region.durham.on.ca/works/](http://www.region.durham.on.ca/works/)

(Select Listing of Services for maps and more information)