

# 2017 Photography in Parks User Guide

Oakville has many beautiful parks and gardens that provide the perfect backdrop for your special occasion.

## Locations that require a permit

- Bronte Butterfly Gazebo at Bronte Harbour Park - 2340 Ontario Street  
*A picturesque waterfront park located on Ontario Street below Lakeshore Road. The Bronte Butterfly Gazebo is an ideal spot for a wedding ceremony or photography.*
- Erchless Estate – 8 Navy Street.  
*Historic gardens that overlook Oakville Harbour and feature a rock garden and 10,000 annuals on display between June and September. Perennials reflect the 1920s period.*
- Gairloch Gardens - 1306 Lakeshore Road East  
*Extensive rose gardens and 15,000 annuals that bloom between June and September.*
- Oakville Municipal Greenhouse and Conservatory – 1100 Cornwall Road  
*A beautiful tropical plant indoor environment featuring Caribbean and South American tropical plants.*

## Locations that do not require a permit

- Nottingham Park - 1150 Nottingham Gate  
*Four perennial flower beds in bloom from April to October including an ornamental grass collection and 7,500 annuals.*
- Shell Park – 3307 Lakeshore Road West  
*More than 500 blooming roses between June and September and 10,000 annuals in flower from May to September.*

## Permit Conditions

- Outdoor park photography permits are issued in 90 minute intervals beginning on the hour, including arrival and departure times.
- Oakville Municipal Greenhouse and Conservatory photography permits are issued in 60 minute intervals. Evenings and weekends may be subject to overtime staffing charges.
- Parking is limited and not guaranteed and is restricted to designated areas only. Vehicles are not allowed on any grassed areas.
- There is no access to indoor facilities or washrooms at any of the recommended photography locations.
- Permits must be signed and paid in full to be confirmed.
- Bookings playing or performing copyrighted music are required to pay legislated music license fees; SOCAN [www.socan.ca](http://www.socan.ca) and Re:Sound [www.resound.ca](http://www.resound.ca)
- Third party service providers (entertainers, caterers, party rental equipment, etc.) must be approved by the facility at the time of room request and additional requirements apply including proof of commercial insurance.

## Insurance Requirement

All permits require \$2 million dollars liability insurance naming the “Town of Oakville” as “an additional insured. Proof of insurance can be provided, or coverage can be added to the permit. Proof of insurance is also required for any third party service or equipment providers.

## Cancellations

Cancellations must be made 14 days in advance of any booking.

# REQUEST FORM - 2017 Photography in Parks Permit

Event and/or Party Name		
Contact Name	E-mail*	
Address	City	Postal Code
Home Phone	Work Phone	Cell Phone

\*Your permit will be sent to you electronically, please ensure your e-mail address is listed above.

Date Requested: \_\_\_\_\_ Total # of Persons: \_\_\_\_\_  
(maximum 20)

Select Location:

- Bronte Butterfly Gazebo  
  Gairloch Gardens  
  Erchless Estate  
  Oakville Greenhouse  
(indoor photo location)

Select Start Time:

- 8 a.m.     9 a.m.     10 a.m.     11 a.m.     Noon     1 p.m.     2 p.m.  
 3 p.m.     4 p.m.     5 p.m.     6 p.m.     7 p.m.     8 p.m.

## 2017 Rates & Fees

		Pre-Tax	HST	Total
Outdoor Photography - Oakville Resident <small>(proof of current residency required)</small>	per 90 minutes	\$239.68	\$31.16	\$270.84
Outdoor Photography - Non-Residents	per 90 minutes	\$272.21	\$35.39	\$307.60
Greenhouse - Oakville Resident** (Mon-Fri) <small>(proof of current residency required)</small>	per hour	\$130.34	\$16.94	\$147.28
Greenhouse - Non-Residents** (Mon-Fri)	per hour	\$161.84	\$21.04	\$182.88

\*\* Additional charges apply for staffing at the Greenhouse on weekends, Saturday \$194.15 for 3 hours, Sunday \$260.07 for 3 hours.

- Liability Insurance Provided/Attached    OR     Add Insurance to the Permit (\$11.05 flat rate\*)

\*Insurance Rate Change: effective March 27, 2017 insurance is \$5.40 flat rate per booking

E-mail this form to [bookafacility@oakville.ca](mailto:bookafacility@oakville.ca)

Personal information on this form is collected under the authority of the Municipal Act for the purpose of issuing Permits and receiving payments. Questions about the collection should be directed to Facility Booking, Town of Oakville, 1225 Trafalgar Road, Oakville Ontario L6H 0H3, 905-815-5989 or at [bookafacility@oakville.ca](mailto:bookafacility@oakville.ca)

Credit Card Payment:     Visa     Amex     MasterCard    Signature:

✂-----✂

Card #     Exp.  mm/yy    Security Code:

For your protection, this information will be destroyed after processing.

Town of Oakville | 1225 Trafalgar Road, Oakville, Ontario L6H 0H3 | T: 905-815-5989 | F: 905-338-4188 | [bookafacility@oakville.ca](mailto:bookafacility@oakville.ca)

