



SPECIAL VEHICLE PERMIT APPLICATION – ANNUAL

PERMIT # _____
DATE: _____

APPLICANT INFORMATION

Company: _____
Name of Applicant: _____
Address: _____
Town/City: _____ Province: _____ Postal Code: _____
Phone: _____ Email: _____

CARRIER INFORMATION (If different than above)

Company: _____
Carrier Contact Name: _____
Address: _____
Town/City: _____ Province: _____ Postal Code: _____
Phone: _____ Email: _____

TRACTOR/TRUCK DETAILS

Brand: _____ Model: _____ Licence Plate: _____
VIN: _____ RGWV: _____ # of Axles: _____

TRAILER DETAILS

Brand : _____ Model: _____ Licence Plate: _____
VIN: _____ RGWV: _____ # of Axles: _____

Annual Permits allow multiple tractors and trailers. If more than one (1) tractor/truck and trailer required, please complete the Tractor and Trailers list and submit it with your application.

ANNUAL PERMIT DETAILS

Start Date: _____ End Date: _____
Number of Permits Required: _____

TERMS AND CONDITIONS

Permit Types and Fees

Single Trip Permit \$25

- Each load requires a permit.

Annual Permit \$100

- Annual permits are valid for a 12-month period and allow multiple tractors and trailers.

Insurance

Applicants must provide a certificate of insurance. Coverage must include evidence of Automobile Liability Insurance and five million dollars Commercial General Liability naming "The Corporation of the Town of Smiths Falls" as an additional insured.

Permit Restrictions

- Restricted to daylight hours
- Not permitted on weekends or statutory holidays

Annual Permits with loads exceeding 3.7 m in width or 36.75 m in overall length requires notification to the Town of Smiths Falls.

Structure Heights within Town Limits

- Queen Street VIA underpass (Highway 43 Link) = 5 m
- Chambers Street Subway CPR underpass = 3.7 m
- Cornelia Street Subway underpass (Highway 15 Link) = 4.7 m

Pre-Trip Inspections and Escorts

Applicants should check their route before the move to ensure no obstructions (Municipal 511).

Applicants are responsible for all costs and must arrange for required escorts.

- Loads between 3.71 m to 4.99 m in width and between 36.75 m to 45.74 m in overall length must have a front and rear escort.
- Loads exceeding 4.99 m in width or 45.74 m in overall length must have a Town of Smiths Falls Police escort (613-283-0357).

Utility Company Notification

Applicants must notify affected utility companies 48 hours in advance of the move to arrange for protection or alteration of utility plant.

Permit Cancellation

Permits may be cancelled without prior notice if any terms and conditions are violated. Applications will not be processed if applicants account is not in good standing.

Signature of Applicant: _____ Date: _____

FOR OFFICE USE ONLY		Permit # _____
Application Reviewed By: _____		Date: _____
Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No		
Payment Received: _____ <input type="checkbox"/> Cash <input type="checkbox"/> Cheque <input type="checkbox"/> To be Invoiced (# _____)		
Special Conditions: _____		
