

Title	Guidelines for use of the Alberta Legislature Grounds
<b>1. General Visitor Access</b>	<p>Visitors are encouraged to enjoy the grounds; however, to ensure a safe and enjoyable experience for everyone all individuals shall:</p> <ul style="list-style-type: none"> <li>• Behave in an orderly, lawful way so that they do not disrupt the proceedings of the Legislature or disturb those working in or visiting the buildings.</li> <li>• Follow any signage and any written or verbal directions from authorized officials with respect to security and safety requirements.</li> <li>• Be responsible for cleaning up the area upon leaving and disposing of refuse in appropriate receptacles.</li> <li>• Familiarize themselves with the guidelines at the end of this procedure.</li> <li>• Understand any act that contravenes the <a href="#">Criminal Code of Canada</a> or this procedure may result in an individual or group being required to leave the Alberta Legislature grounds and being prohibited from entering thereafter.</li> </ul>
<b>2. Event, Function, or Activity</b>	<ul style="list-style-type: none"> <li>• Requests for use of the Legislature grounds are needed for all events, functions, or activities. In order to promote fairness, the grounds are booked on a first come, first served basis.</li> <li>• All Government of Alberta and Legislative Assembly Office business will take priority and may result in an approved event being cancelled or rescheduled. Reasonable effort will be made to accommodate an alternate date.</li> <li>• Event, function or activity applications will be considered for the following: <ul style="list-style-type: none"> <li>○ Not-for-profit and charitable organizations, registered under the <a href="#">Societies Act</a> within the Province of Alberta, excluding private or commercial ventures;</li> <li>○ Government departments and organizations;</li> <li>○ Legislative Assembly Office (LAO);</li> <li>○ Military, Police organizations or First Responders or;</li> <li>○ Religious bodies incorporated under the <a href="#">Religious Societies' Land Act (Part 2)</a>.</li> </ul> </li> <li>• Fundraising, ministry initiatives, or events that fall outside this procedure may be considered on a case-by-case basis.</li> </ul>
<b>3. Demonstrations</b>	<ul style="list-style-type: none"> <li>• Any individual, group or organization can demonstrate on the grounds at any time, however the application process outlined below is needed to: <ul style="list-style-type: none"> <li>○ Use of Government of Alberta's sound system, and</li> <li>○ Bring private property onto the grounds.</li> </ul> </li> </ul>
<b>4. Application Process</b>	<ul style="list-style-type: none"> <li>• Infrastructure is responsible for granting event use of the grounds through application process.</li> <li>• Applicants must submit a fully completed Legislature Grounds Use Application <b>four weeks</b> in advance of the requested date to: <p style="text-align: center;">Alberta Infrastructure Email: <a href="mailto:infras.eventinfo@gov.ab.ca">infras.eventinfo@gov.ab.ca</a></p> </li> <li>• As part of the application process, applicants must submit: <ul style="list-style-type: none"> <li>○ Liability insurance – provide proof of insurance in the amount not less than \$2,000,000 minimum;</li> </ul> </li> </ul>

- Events proposing alcohol service will require additional liability coverage;
- A Security Plan outlining proposed security details;
- Proof of current permits and licenses, where applicable;
- Proof of registration under the applicable Act within the Province of Alberta;
- Valid permits and licenses for mobile food establishments must be displayed in a visible location, as specified under the [Public Health Act Food Regulation](#).
- Received applications will be reviewed by Infrastructure and applicants will be contacted.
- Submitting an application does not imply that the event is approved or that the proposed location or date is confirmed.
- Once the initial review has been completed, the location and date must be confirmed through an Event Organizer License or a Ground User License. The confirmation is conditional approval for the event to take place provided all applicable permits and licenses are obtained.

**5. Access to the Legislature Grounds Guidelines**

The guidelines are important to allow users to freely enter and enjoy this public space. This right of access does not confer immunity from all liability of conduct if appropriate approvals are not acquired and behaviour is deemed disruptive or harassing.

<b>Accessibility</b>	Accessibility remains a top priority to allow users with the ability to enjoy the grounds. Any furniture, displays or any other items used for an event must ensure the easy passage of pedestrians, emergency vehicles, or access to any buildings in accordance with the <a href="#">Crown Property Regulation Section 3</a> .
<b>Admission Fees</b>	Charging admission fees to an event held on the grounds is not allowed.
<b>Advertising</b>	Specific approval is required to use the grounds for commercial advertising or signage.
<b>Alcohol</b>	The sale or service of alcohol on the grounds is permitted for special events but requires approval. Events approved for alcohol service must provide licenses from the Alberta Gaming and Liquor Commission and must comply with <a href="#">the Alberta Gaming and Liquor Act</a> , the <a href="#">Gaming and Liquor Regulation</a> and applicable guidelines and policies, including having a remitting a Security Plan.
<b>Animals</b>	Small domestic animals (i.e. cats, dogs, rabbits, etc.) and guide dogs are allowed on the grounds in accordance with the <a href="#">Crown Property Regulation Section 7</a> . All animals should be restrained by a leash at all times. All animal waste must be collected.
<b>Balloons</b>	Balloons are allowed on the grounds as long as the balloon waste is removed.
<b>Barbecues</b>	Portable, well maintained propane barbecues are permitted for personal use on the south Legislature grounds only. Commercial barbecues are permitted for approved events only. Charcoal duel barbecues are not permitted for use anywhere on the Legislature grounds as they may pose a fire hazard.
<b>Camping</b>	No one shall reside, camp, or sleep on the grounds at any time.

<b>Candle</b>	Candles are permitted on the grounds if proper wax retention devices are attached to the candles. Safety light-sticks are also an acceptable alternative.
<b>Damage</b>	Defacing or damaging the grounds is prohibited. The cost of repair, replacement, or cleaning shall be the responsibility to whom permission was granted, or the person who caused the damage.
<b>Drones</b>	For safety reasons, drones are not permitted on or above the grounds.
<b>Endorsement</b>	Permission to use the grounds does not indicate that the Legislative Assembly or the Government of Alberta endorses or support the organization, sponsor the client or its policies, activities, or views. No public notice or media release made by an organization sponsor or client, granted permission to use the grounds, may state or imply such support or endorsement exists.
<b>Filming Commercial Use</b>	Approval is required to film, photograph or make recordings for commercial purposes.
<b>Filming Personal Use</b>	Photography sessions of a personal nature on the grounds are permitted. No rights of exclusivity will be issued at any time.
<b>Fire</b>	Fires and fireworks are prohibited.
<b>Fixtures</b>	To keep the grounds preserved and clean for everyone hanging, or attaching any item to, walkways, pillars, statues, monuments, trees, or other permanent structures with any fastener or piercing the ground is prohibited, without prior approval.
<b>Food</b>	Approval is required for the sale or distribution of food.
<b>Food Trucks</b>	With approval, food trucks are permitted at designated events and at specific locations.
<b>Signs or Speeches</b>	The Legislative Assembly welcomes use of the grounds to take part in political debate, signs or speeches must adhere to the <a href="#">Canadian Human Rights Act</a> and must not contravene <a href="#">the Criminal Code of Canada</a> .
<b>Legislature Grounds Hours</b>	The grounds are open to the public each day from 7 AM to 10 PM. Prior approval is required should events require access outside these hours.
<b>Mobile Food Vendors</b>	The sale of food or non-alcoholic drinks is only permitted at four locations around the Dome Fountain on a first-come, first-served basis for approved vendors.
<b>Parking</b>	Due to space limitations, public parking is limited on the grounds. Deliveries may be arranged; however, all vehicles must be removed promptly after loading and/or unloading in accordance with the <a href="#">Crown Property Regulation Section 2</a> .
<b>Sales or Donations</b>	The sale of any items including memberships or solicitation of donations for any purpose is restricted and requires specific approval.
<b>Security Plan</b>	A written plan must be submitted to Infrastructure for approval, in advance of the event. The plan must address all security and safety parameters. Depending on the nature or size of the event, organizers may be required to arrange and provide their own security.

<b>Sound Systems</b>	In order to be respectful to our neighbors, sound levels must align with the <a href="#">City of Edmonton Bylaw on Noise Control</a> .	
<b>Sponsors</b>	Sponsors of an authorized event may be permitted where approved by Infrastructure. Recognition or appreciation of authorized sponsors is allowed but must be appropriate for public viewing.	
<b>Sponsor Materials</b>	Sponsor materials are subject to the <a href="#">Crown Property Regulation</a> and prior approval from Infrastructure.	
<b>Structures</b>	Prior authorization is required to erect, construct, attach or post, in or on the grounds with any fastener. This includes posters, banners, ropes, chains or cords of any material for any reason, in accordance with the <a href="#">Crown Property Regulation Section 5</a> .	
<b>Performances</b>	Performances require specific approval	
<b>Sporting Events</b>	While everyone is welcome to play unorganized sports on the grounds, organized sporting events require specific approval.	
<b>Vehicles</b>	Vehicle traffic is allowed on the designated roadways and parking lots on the grounds in accordance with the <a href="#">Crown Property Regulation Section 8</a> . Only designated vehicles are permitted to drive or park in restricted areas on the grounds.	
<b>Washrooms</b>	Subject to approval, portable washrooms may be permitted in designated areas and arrangements must be made during the application process.	
<b>Wedding Ceremonies or Reception</b>	Ad-hoc wedding ceremonies or receptions are allowed on the grounds, conducting formal wedding ceremonies or holding wedding receptions on the grounds is prohibited.	
<b>Definitions</b>		
<b>Access</b>	The way or means of approach or entry.	
<b>Damage</b>	An act whereby repair or replacement is necessary to restore the rightful condition as determined by Infrastructure.	
<b>Demonstration</b>	An event where people gather together to protest for or against a given cause and can include marches, vigils, rallies, picketing and/or sit ins.	
<b>Mobile Food Establishments (i.e. food trucks)</b>	A food establishment where the handling of food is primarily conducted from a vehicle as defined in the <a href="#">Traffic Safety Act</a> .	
<b>Performance</b>	An act of staging or presenting a theatrical or musical production including concerts, plays, theatre, ballet, opera, performance art, live art, poetry readings or other performing arts.	
<b>Vehicles</b>	Including any of the following, regardless of specific use – two wheel, self-balancing, upright motorized vehicles, cars/trucks, bicycles, rollerblades, skateboards, motorbikes, scooters (excluding mobility aids), motorhomes, and trailers.	
<b>References</b>		
Relative pieces of legislation include:	<a href="#">Public Works Act</a>	<a href="#">Crown Property Regulation</a>
	<a href="#">Societies Act</a>	<a href="#">Criminal Code of Canada</a>

	<a href="#"><u>Tobacco and Smoking Reduction Act</u></a>	<a href="#"><u>Gaming and Liquor Act</u></a>
	<a href="#"><u>Public Health Act Food Regulation</u></a>	<a href="#"><u>Gaming and Liquor Regulation</u></a>
	<a href="#"><u>Traffic Safety Act</u></a>	<a href="#"><u>City of Edmonton Bylaw 14600</u></a> <a href="#"><u>Noise Control Part III</u></a>
	<a href="#"><u>Canadian Human Rights Act</u></a>	