

Town of Lunenburg

Tour & Horse-Drawn Vehicle Operator Licence Application



This application is submitted in accordance with the Town of Lunenburg Tour and Horse-Drawn Vehicle By-law. **Note: An application is not considered complete until all required documents have been received.**

1. Applicant Information

Applicant Name (Legal): _____

Business Name (if applicable): _____

Mailing Address: _____

Phone Number: _____

Email Address: _____

2. Type of Operation

- Tour Vehicle
 Horse-Drawn Vehicle
 Both

3. Vehicle Information (attach additional pages for additional vehicles if needed)

Vehicle Type: _____

Make: _____

Model/Year: _____

Licence Plate / Identifier: _____

Passenger Capacity: _____

In addition to passenger vehicles, will you have any vehicles used solely for training purposes (no passengers for compensation)?

Yes No

If yes, please provide details for each training vehicle (attach additional pages if needed).

Note: Vehicles used solely for training purposes are not subject to the per vehicle authorization fee. These vehicles must not be used to transport passengers for compensation and must still be authorized by the Town and comply with all requirements of the Tour and Horse-Drawn Vehicle By-law and Operator Licence.

4. Horse-Drawn Operations (if applicable)

Number of Horses: _____

Veterinary certification for each horse is attached

5. Description of Operations (attach additional pages if needed)

Provide a brief description of your tour operation, including the type of tour and how it will be conducted (e.g., historical tour, narrated sightseeing tour, themed tour, etc.).

6. Proposed Routes

Attach a map or sketch of proposed route(s).

Route Description: _____

Route map(s) are attached

7. Required Documents Checklist

All Applicants:

Proof of \$2M Liability Insurance (Town named as additional insured)

Route Map(s)

Completed Application

Horse-Drawn Only:

Veterinary Certification

Safety / Animal Welfare / Emergency Plan

8. Declarations

I certify that the information provided is accurate and complete

I confirm all operators hold valid licences and certifications

I confirm that all vehicles used in operations are properly registered, insured, and maintained in accordance with applicable legislation and are in safe operating condition.

I acknowledge that I have read and understand the Town of Lunenburg Tour and Horse-Drawn Vehicle By-law and agree to comply with its requirements and all applicable legislation.

9. Fees (Schedule "B")

The following fees apply in accordance with Schedule "B" of the Tour and Horse-Drawn Vehicle By-law.

Operator Licence Fee (Annual):

\$100

Vehicle Authorization Fee (Annual):

\$500 per vehicle

Number of Vehicles to be Authorized: _____

Payment Information:

The Town will confirm final fee upon review of the application. All fees are non-refundable and payable upon approval of the application.

10. Indemnification

The Applicant agrees to indemnify and hold harmless the Town of Lunenburg, its officers, employees, agents, and elected officials from any and all claims, demands, actions, losses, costs, damages, or expenses arising from the operation of a tour vehicle or horse-drawn vehicle under this application, except to the extent caused by the negligence of the Town.

11. Signature

By submitting this application electronically, the Applicant acknowledges that an electronic signature is legally binding and confirms their agreement with the declarations and terms outlined in this application.

Name: _____

Signature: _____

Date: _____

12. Submission Information

Completed applications and supporting documents may be submitted by email, mail, or in person:

- Email: bylaw@townoflunenburg.ca
- In person: Lunenburg Town Hall (119 Cumberland Street, Lunenburg, NS)
- Mail: P.O. Box 129 Lunenburg, Nova Scotia, Canada, B0J 2C0

The Town may request additional information or documentation where necessary to determine compliance with the By-law.

--- FOR OFFICE USE ONLY ---

Date Application Received: _____

Application Review Checklist:

Insurance Verified (\$2M + Town named as additional insured)

Route(s) Reviewed & Approved by Traffic Authority

Signature: _____

Vehicle(s) Information Reviewed and Determined Suitable for Operation

Veterinary Certification Received (if applicable)

Safety / Animal Welfare Plan Received (if applicable)

Additional Notes or Requirements:

Decision:

Approved

Approved with Conditions

Denied

Conditions (if applicable):

Authorized By:

Name: _____

Title: _____

Signature: _____

Date: _____