

# Animal Authorization Request

In accordance with the Metro Toronto Convention Centre Operating Guidelines:

This is to certify that \_\_\_\_\_ will not hold the Convention Centre financially liable for any damages or injuries resulting from a \_\_\_\_\_ (animal) in the \_\_\_\_\_ (event/location).

**The following rules must be abided by:**

1. Final approval will be at the discretion of Licensee.
2. Insurance on behalf of \_\_\_\_\_ Five million dollars (\$5,000,000) liability insurance for bodily injury and/or property damage in any one occurrence, shall include a cross-liability clause and shall name Metropolitan Toronto Convention Centre Corporation as additional insured.
3. The animal must be in the building only during the public/trade show times and removed from the Convention Centre property daily.
4. The animal must remain within the booth and must not wander down aisles or in public areas.
5. The animal must be kept in a cage or otherwise held by a leash within the booth and be under full supervision of a keeper at all times while in the Centre.
6. Animals must be treated in accordance with the guidelines of the Ontario Humane Society.
7. \_\_\_\_\_ assumes full responsibility for all costs related to extra cleaning or damages resulting from the animal.

**Please return completed form (signed by Show Manager) to Event Coordination Department at the Metro Toronto Convention Centre: [coordination@mtccc.com](mailto:coordination@mtccc.com)**

Company: \_\_\_\_\_ Booth #: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address : \_\_\_\_\_

Telephone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Show Manager Authorization

\_\_\_\_\_  
Date

\_\_\_\_\_  
Metro Toronto Convention Centre Authorization

\_\_\_\_\_  
Date