

Private security contractors must register with the City of Pickering to provide parking enforcement on private property sites. A copy of the contract with the property owner or manager must be submitted with this application. In addition, the private security contractor acknowledges that all staff employed by them to provide private property parking enforcement within Pickering must be licenced as Private Property Parking Enforcement Officers by the City of Pickering. Utilizing staff that are not licensed nullifies any parking tickets issued, and is cause for the revocation of permission to provide private property parking enforcement.

In addition to this registration, the property owner must submit an application for site approval outlining the parking regulations to be enforced. City of Pickering staff must inspect the site and confirm appropriate signage is in place notifying the parking restrictions in place.

This site registration is valid for a period of 1 year from the date of approval. It must be renewed annually. In order for parking enforcement to be valid, the signs posted at the time of inspection must remain installed.

### **Applicant Information**

Enforcement Contractor

Contact Person

Address  Unit #

City  Province  Postal Code

Home Phone #  Business Phone #  Extension

Mobile #  Email Address

Site Address  Unit #

Pickering, Ontario Postal Code  Condominium Corporation # (if applicable)

### **Property Owner, Manager, or Condominium Corporation Contact**

Address  Unit #

City  Province  Postal Code

Home Phone #  Business Phone #  Extension

Mobile #  Email Address

List of Security Officers providing on-site enforcement. Please attach an additional sheet if necessary.

Additional sheet attached?     Yes     No

Private Property Security Contractors may submit requests to the City to have parking tickets issued in error cancelled. Please provide the names and contact information for the employees of your company who have the authority to submit ticket cancellation requests.

**Annual Fee = \$50.00**

<b>Office Use Only</b>		
<input type="checkbox"/> Copy of Agreement Attached		
<b>Amount Paid</b> _____	<b>Date</b> _____	<b>Receipt #</b> _____
<b>Data Entry Completed By</b> _____		<b>Expiry Date</b> _____
<b>Licence Issued On</b> _____	<b>Folder RSN</b> _____	

Personal information contained on this form is collected pursuant to the *Municipal Freedom of Information and Protection of Privacy Act*. This information is collected to process this application. Any questions related to the collection of this information should be directed to the City Clerk, One The Esplanade, Pickering, ON L1V 6K7, 905.420.4611.

Alternate formats available upon request at 905.683.7575.