

ITS ED Form 31
Application for Amusement Ride
Operating Permit and Registration
The Technical Safety Act

I. APPLICANT INFORMATION			
OWNER/AGENT NAME			
COMPANY NAME			
MAILING ADDRESS		CITY, PROVINCE	POSTAL CODE
CONTACT NAME	CONTACT NUMBER		EMAIL ADDRESS
II. APPLICATION TYPE			
New Annual Operating permit Annual Operating Permit Renewal Itinerary update Change of ownership or billing Information New ride information. ITS # required Reciprocal ride information (ride previously registered in another province)			
III. INSURANCE INFORMATION <i>(The owner must provide proof of liability insurance of at least \$2,000,000)</i>			
INSURER:	POLICY#		EXPIRY DATE
IV. DOCUMENTATION CHECKLIST			
Copy of current liability insurance policy (required for Operating Permit and any change of ownership) APPENDIX A – RIDE INFORMATION APPENDIX B – ITINERARY APPENDIX C – New or Reciprocal Amusement Ride Registration (Required for rides without an assigned ITS Unit No.) Rides with an ITS Unit No, submit any new updated documents, bulletins and Non-destructive Examination (NDE) Reports.			
V. OWNER'S DECLARATION			
I acknowledge that I have read and understand my responsibilities under The Technical Safety Act, The Technical Safety Regulation and the applicable standards governing amusement rides in Manitoba. I understand that I am responsible for ensuring that all amusement rides under my ownership or control are assembled, installed, maintained, inspected, tested, operated and used in compliance with all applicable requirements, permit conditions and safety requirements.. I further acknowledge my obligation to: - Notify Inspection and Technical Services of changes to application information, including itinerary changes, in writing within 7 days after the change; - Provide updated documentation, technical bulletins and non-destructive examination (NDE) reports for rides with an assigned ITS unit number as soon as reasonably practicable; - Report dangerous incidents and technical safety risks as required; and - Comply with any orders issued under The Technical Safety Act			
NAME:	SIGNATURE:		DATE:

Email application to: ITSEDintake@gov.mb.ca

Appendix A – Ride Information

Instructions:

- List all amusement rides included in this application.
- The ride numbers in Appendix A are used to identify rides in Appendix B, Itinerary.
- ITS unit numbers, such as EXXXX, are assigned by Inspection and Technical Services for tracking and permit administration. If a ride was issued an operating permit last season, the ITS unit number can be found on that permit.

Ride Number	Ride Name	Manufacturer	Serial Number	Model Number	Year Built	Adult or Kiddie Ride	ITS Unit Number, if assigned *(EXXXX)
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
11.							
12.							
13.							
14.							
15.							
16.							
17.							
18.							
19.							
20.							
21.							
22.							
23.							
24.							
25.							
26.							
27.							
28.							
29.							
30.							
31.							
32.							
33.							
34.							
35.							
36.							
37.							
38.							
39.							
40.							
41.							
42.							
43.							
44.							
45.							

Appendix B – Itinerary

Instructions:

- List the Manitoba locations and dates where the amusement rides included in this application will be set up.
- Use the ride numbers assigned in Appendix A, Ride Information, to identify which rides will be set up at each location.
- Only include dates and locations for rides being set up in Manitoba.
- If itinerary information changes after the application is submitted, the owner must provide the changed information to Inspection and Technical Services in writing within 7 days after the change.

Setup Location Name and Address	Ride Setup Date	End Date	Ride Numbers from Appendix A	Site Contact Name	Site Contact Phone #
Shopping Mall, 123 Main Street, Winnipeg.			i.e. 1-12, 15, 17 and 21.		

Appendix C – New or Reciprocal Amusement Ride Registration

This form is for recording amusement ride information in Inspection and Technical Services database for inspection tracking and permitting purposes. Once the application is reviewed Inspection and Technical Services will issue an ITS Unit No.

Instructions:

- Use Appendix C only for a new amusement ride, or a ride previously registered in another province, that has not been assigned an ITS unit number.
- Complete one Appendix C for each ride
- Submit Appendix C application separately from the operating permit application, PDF file size max is 20mb.

NEW RECIPROCAL

I. RIDE INFORMATION			
MANUFACTURER NAME			
MANUFACTURER ADDRESS		MANUFACTURER CONTACT	
RIDE NAME			
SERIAL NUMBER	MODEL NUMBER	YEAR BUILT	
CODE OR STANDARD BUILT TO	EDITION		
ELECTRICAL CERTIFICATION BODY	PROVINCIAL ASSIGNED NUMBER(S) (reciprocal application only)		
II. RIDE DETAILS			
DESCRIPTION OF RIDE:			
TYPE OF RIDE: ADULT, OR KIDDIE RIDE (devices designed primarily for children aged 12 or under)			
III. SUPPORTING DOCUMENT LIST*			
DOCUMENT NAME	DESCRIPTION	DATE	REFERENCE NUMBER

*Note: Inspection and Technical Services requires the following supporting documentation, at minimum:

- instructions or manuals for installation, service, inspection and non-destructive examination requirements;
- all manufacturer technical, service, recall or repair bulletins; and
- drawings, or a copy of the technical dossier if the ride is registered in another province.