



IMPORTANT CHANGES TO TORONTO HYDRO'S TEMPORARY ATTACHMENT PERMITTING PROCESS

EFFECTIVE JANUARY 1, 2013:

Applications for temporary attachments (i.e. banners, flower pots, decorative lighting, pole wraps, etc.) must be sent directly to Toronto Hydro at:

bannerpermits@torontohydro.com.

- Please submit applications via email only; hard copies will not be accepted.
- The application and related documents must be in **one (1) email only**.
- Separate applications required for **each different attachment type** requested

Applications must include:

- An engineering drawing (11"x17") of the attachment (including dimensions, clearances, weight, specifications, record of inspection, etc.), stamped by a Professional Engineer of Ontario, with a certificate of approval, that meets Toronto Hydro's Standards and Ontario Regulation 22/04 requirements.
- Incomplete applications will not be processed and returned to the applicant.
- Toronto Hydro requires **90 DAYS** to process applications and must be received **90 DAYS prior** to any planned events. The application must specify how long the permit is required for (e.g. 30 days) and provide the applicant's contact information.

The following pole attachment agreements must be received by Toronto Hydro's Legal Department before an application will be processed:

- Toronto Hydro-Electric System Limited Pole Attachment Agreement (re: attachments to hydro poles)
- Toronto Hydro Energy Services Inc. Support Structure Attachment Agreement (re: attachments to street lighting poles).

Administration Fee:

- Toronto Hydro's administration fee will no longer be payable through the City.
- Payments must be issued directly to Toronto Hydro and must be received before a permit will be granted.

Permit Issuance:

- Permits will be issued for a period of up to twelve (12) months based on the applicant's request.
- Toronto Hydro will provide permit approval to the City of Toronto directly.
- The City of Toronto will issue the permit to Applicants.