



## Carnival 2020 Public Notice

### NCC ONE STOP SHOP 2020

**The National Carnival Commission of Trinidad and Tobago wishes to remind all bandleaders, service providers, and other relevant stakeholders of the following:**

- The service provider, bandleader or other relevant stakeholder must provide copies of all documents from the City Corporation, Licensing Office, and evidence validating that copyright obligations have been met, inclusive of a letter from the NCC confirming the number of vehicles the Band will be authorised to have on the streets. Stakeholders will be required to take these documents to the TTPS representative at the facility to secure the required permits, as necessary.
- Persons are specifically asked to go to the Port of Spain City Corporation located at 2-4 Knox Street, Port of Spain to secure public health or other approvals as necessary.
- Persons wishing to use pyrotechnics in any form must apply for a special permits from the Trinidad and Tobago Fire Service.

## **REQUIREMENTS**

A. Persons seeking permits must submit **COPIES** of the following documents:

- 1. Application letter**
- 2. Certificate of Insurance for the vehicle being used over the Carnival period**
- 3. Driver's Permit of the designated driver for the vehicle**
- 4. Test Inspection Certificate verifying the roadworthiness of all private vehicles (5) years and above, from the manufactured date; and certified copy**
- 5. Test inspection Certificate for ALL COMMERCIAL VEHICLES; and Certified Copy for Vehicle**

B. Persons contracted to play musical instruments and render other services such as provision of food and drinks to **CARNIVAL BANDS** must submit **COPIES** of the following additional documents:

- 1. Letter of authorisation from band leaders**
- 2. Permit from the Licensing Authority to carry musical instruments and excess passengers**
- 3. Special Insurance to convey excess passengers on the vehicle**
- 4. Driver's permit; Certificate of Insurance for Vehicle; Test Inspection Certificates; Certified Copy**
- 5. Vehicles carrying drinks, food, and toilets must provide a layout of the tray or trailer**
- 6. Caterers and persons on food trucks must have a valid food badge**

### **C. REQUIREMENTS FOR MUSIC TRUCK**

1. A copy of the Driver's Permit of the designated driver(s). If the driver is not the owner of the vehicle in question, a letter from the owner permitting the vehicle to be used for the specific purpose
2. A copy of the Certificate of Insurance of the vehicle(s) in question. In the case of a trailer, a copy of the Certificate of Insurance for the trailer
3. A copy of the last Inspection Certificate for the vehicle (and trailer) in question
4. A copy of Permission from Licensing Office to play music on the road
5. A copy of Permission from Licensing Office to carry additional persons on goods vehicle
6. A copy of the Special Insurance to cover the additional persons carried on the vehicle
7. A copy of EMA noise variation
8. A copy of permit from the relevant copyright organisation as necessary: - COTT/ TTCO/ AWESOME LTD.

### **TYPES OF PERMITS**

There are 3 types of permits:

1. **Band Route Access:** For Carnival Band Stakeholders e.g. Vehicles carrying generators and costumes etc. all vehicles that are granted access by means of this permit are restricted only to the designated NCC band route.

All music trucks having presented their relevant documentation would be given this permit as well.

2. **Restricted Access:** This pass is given to vehicles that are in need of access into POS whether to go to their homes or places of work. This type of permit grants access only to a few streets depending on where the applicant needs to drive. If

caught outside of the specific areas mentioned on these Restricted Access permits by a competent authority, the permit can be taken away.

**3. All Access:** Reserved for persons needing access to various areas within POS, such as media members, delivery vehicles, and security firms etc. This permit grants access to all areas except the designated NCC band route.

Music trucks, other trucks, and trailers must have very specific documents, including insurance for persons such as DJs and masqueraders, relevant copyright licenses, and special Carnival permits which are granted by the Licensing Office.

Light motor vehicles are required to supply copies of valid driver's permits of all persons who may be driving said vehicle on Carnival Monday and Tuesday along with valid insurance, certified copy, and vehicle inspection, notwithstanding a valid reason for their application.

**Any lawful authority can request of the driver to inspect the permit and relevant documents. If found in violation of their permits, these may be seized and returned to the office of the ACP mobile/operations.**

**For further information please call: ACP Special Services at 675-7810**

**UNSUITABLE APPLICATIONS WILL BE DENIED**

**APPLICATIONS AFTER FEBRUARY 20, 2020 WILL NOT BE ENTERTAINED AT THE  
NCC ONE STOP SHOP**

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