

CITY OF GARDNER
PERMIT APPLICATION FOR
EVENT

NAME OF REQUESTED FACILITY/PARK: _____ TODAY'S DATE: _____

NAME OF ORGANIZATION _____ WEBSITE: _____

NAME OF APPLICANT: _____ EMAIL: _____

ADDRESS: _____ CITY _____ STATE _____ ZIP _____

HOME PHONE# _____ WORK PHONE # _____

CONTACT PERSON CELL PHONE #: _____

EVENT DATE: _____ RAIN DATE: _____ START TIME: _____ M END TIME _____ M

SET UP START TIME: _____ SET UP END TIME _____ BREAKDOWN START TIME _____ BREAKDOWN END TIME: _____

DESCRIBE EVENT IN DETAIL: _____

HAVE YOU EVER HAD A SIMILAR PERMIT: ____YES ____NO ESTIMATED # OF PEOPLE TO ATTEND: _____
(IF AMOUNT IS UNKNOWN A MAXIMUM NUMBER WILL BE ASSUMED)

WILL YOU BE CHARGING ADMISSIONS OR SELLING ANY ITEMS AT THIS EVENT? _____ YES _____ NO

- ⇒ **The City reserves the right to minimize or cancel use of facilities based on renovations and maintenance.**
- ⇒ **No refunds will be given if event is not cancelled in the time frame required and in writing.**
- ⇒ **The City of Gardner DPW & Parks, Recreation Division will determine whether city staff at any and all events/permits for the duration of the event including event set up and breakdown this and other requirements and will be determined on a case by case basis.**
- ⇒ **Permittee shall not begin set up or breakdown within the facility until city staff is on site if required.**
- ⇒ **Vehicles are prohibited in any park grass areas, on any sidewalks or on the Gardner Common.**
- ⇒ **The City of Gardner, DPW & Parks and Recreation Division requires that the undersigned submit proof of liability insurance with a minimum of \$1 Million in Commercial General Liability and a policy endorsement which indemnifies and holds harmless the City of Gardner and the DPW & Parks & Recreation Division. Some events may require a higher limit of Insurance. The City of Gardner is not responsible for any accidents or damages to persons or property resulting from the issuance of this permit.**

INDEMNIFICATION/RELEASE: PERMIT HOLDER SHALL DEFEND, INDEMNIFY AND HOLD THE CITY AND ITS AGENTS, EMPLOYEES, OFFICERS, BOARDS, AND OTHERS ACTING BY OR THROUGH IT, ("THE CITY") HARMLESS FROM AND AGAINST ALL INJURY, HARM, DAMAGE, LOSS, COST, EXPENSE, AND LIABILITY THAT MAY ARISE DUE TO OR IN CONNECTION WITH THE USE OF THE FACILITY/PARK BY THE PERMIT HOLDER AND ITS ATTENDEES AND THE NEGLIGENCE OR WILLFUL MISCONDUCT OF THE PERMIT HOLDER AND ITS ATTENDEES AT AND AROUND THE CITY PROPERTY, EXCEPT TO THE EXTENT RESULTING DIRECTLY FROM THE WILFUL MISCONDUCTED BY THE CITY. THE PERMIT HOLDER HEREBY WAIVES, RELEASE AND DISCHARGES THE CITY FOR ANY HARM, INJURY, DAMAGE OR LIABILITY ARISING OUT OF OR RELATED IN ANY WAY TO THE CONDITION AND USE OF THE CITY PROPERTY.

APPLICANT: _____

DATE: _____

PRINTED NAME: _____

INITIALS