

Parks Dept. Use Only			
Damage Deposit Fee	Receipt #:		
Rental Fee:	Receipt #:		
Maintenance Hours/Cost: _	Receipt#:		
Event & Festival Application :(if applicable, copy) Yes No			
Notes:			



Springfield Department of Parks, Buildings, and Recreation Management

Park Permit

Contact Name:

Address:

Personal Informatio

Walkathon/Festival Rates:

Electrician:

1-499 participants: <u>City Resident:</u> \$500.00 <u>Non City</u>: \$600.00 **500 – 999 participants:** <u>City Resident</u>: \$750.00 <u>Non City</u>: \$850.00 **1,000 + participants:** City Resident: \$1,500.00 Non City: \$1,600.00

Mandatory Maintenance Cost: (Must be a minimum of 4 hours)

\$54.07/hr.

Park Employee: \$44.92/hr.

**A mandatory general liability insurance policy with minimum coverage of \$1 million dollars listing the "City of Springfield, in care of Department of Parks, Buildings, and Recreation Management" as an "additional insured" is required for walkathon/festival

Name of Organization:

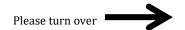
Email:

City:	State:	
Zip Code:	Phone Number:	
Additional Phone Number:		
Event Information		
Date of Event:	Rain Date:	
Name of Park:		
Number of People Attending:	Set up Time: AM/PM:	
Start Time AM/PM:	End Time AM/PM:	
Additional Event Information:		
All checks are payable to the City of Springfield *All fees, including maintenance costs, must be paid a minimum of 30 days in advance in order to secure your Park Permit. * A mandatory general liability insurance policy listing the "City of Springfield" as an "additional insured" is required, see below. Costs Parks Dept. Use Only		
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Cancellations MUST be made five business days prior to occasion in order to qualify for refund

Total Hours:

Amount:



Special Circumstances			
Banners	Tents	Mega-Shell (Separate Application)	
Electricity	Trash Receptacles	Selling Items (Hawkers/Peddlers License can be obtained from Police Department)	
Springfield Law Department. A departments can review and app	pplications must be obtained at least	cation (speakers, music) requires an application from the City of twenty-one days (21) prior to your scheduled event so all <i>r</i> 413-787-6175	
APPLIC	ANT IS RESPONSIBLE FOR OB	TAINING ALL NECESSARY LICENSES	
All Parks Open at Dawn		All Parks Close at Dusk	
No Fires Allowed		Alcoholic Beverages Prohibited	
All Areas Must Be Left Clean & Orderly		Affixing of Notices is Prohibited	
No Admission May Be Charged		Live Animal Rides Prohibited	
No Amusement Rides / Bounce Houses / Inflatables Or Mechanical Operations			
Springfield, Department of Parour use. (Such costs include but The deposit will be refunded, property aforementioned and following condefend, indemnify, and hold the losses, costs, expenses (including persons, for property damage, presulting from incident to, connections).	missioners as stated on the regulation rks, Buildings, and Recreation Mattare not limited to: trash pickup; clear rovided none of the aforementioned sty/Authorized Representative of the conditions for the use of park propert. City of Springfield and its officers, and goourt costs and attorney's fees and the resonal injuries, including death, and ected with, or arising directly or individuals.	Applicant for this Permit, I (name)agree to the ies. I/WEhereby agree to and shall at all times, gents, and employees, wholly harmless from any and all - interest), claims, demands, suits by any person or d other liabilities of whatever kind of nature, caused by, rectly out of acts or omission of anyone using park property	
pursuant to this Permit. This indemnity shall survive termination of the agreement. I have received a copy and agree to abide by the Rules and Regulations of the Board of Park Commissioners. Failure to			
comply with all policies an	nd procedures may result in addition	al fees.	
Signature of Applicant		Date:	
		D. I. i. D. A. I.	
		Preliminary Date Approved:	
Park Department Authorized Signature:		Final Date Approved:	