

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:

Amount:

Total Hours:

Amount:

Address:

Name of Organization:

Park Rental Rate:

Walkathon/Festival Rates:

Electrician:

1- 200 people: City Resident: \$200.00 Non City: \$300.00

201- 499 people: City Resident: \$300.00 Non City: \$400.00

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:** <u>City Resident</u>: \$1,500.00 <u>Non City</u>: \$1,600.00

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

\$54.07/hr.

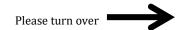
Park Employee: \$44.92/hr.

**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

Email:

City:		State:			
Zip Code:		Phone	e Number:		
Additional Phone Number:	·				
Event Information					
Date of Event:	R	Rain Date:			
Name of Park:					
Number of People Attending:	S	et up Time: AM/PM:			
Start Time AM/PM:	E	End Ti	d 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			<u>Pa</u>	rks Dept. Use Only	
Park Rental Rate Mandatory this application, if there is no dama: Amount- \$200.00	Damage Deposit : Please include a payment winge, a refund will be issued.	ith	Amount:		
Walkathon/Festival Mandatory Damage Deposit: Please include a payment with this application, if there is no damage, a refund will be issued. Amount - \$200.00					

Cancellations MUST be made five business days prior to occasion in order to qualify for refund



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 r 413-787-6175			
APPLICANT IS RESPONSIBLE FOR OBTAINING 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 Hou	uses / Inflatables Or Mechanical Operations			
Springfield Board of Park Comm	missioners as stated on the regulation	er, I agree to abide by the Rules and Regulations of the as information sheet. I agree to reimburse the City of			
		anagement, for any costs incurred in furnishing this property for			
our use. (Such costs include but are not limited to: trash pickup; clean up after the event; and/or repair of damages to park property.)					
The deposit will be refunded, provided none of the aforementioned situations occur.					
As the Responsible Party/Authorized Representative of the Applicant for this Permit, I (name)agree to the					
aforementioned and following conditions for the use of park properties. I/WEhereby agree to and shall at all times,					
defend, indemnify, and hold the City of Springfield and its officers, agents, and employees, wholly harmless from any and all					
losses, costs, expenses (including court costs and attorney's fees and - interest), claims, demands, suits by any person or					
persons, for property damage, personal injuries, including death, and other liabilities of whatever kind of nature, caused by,					
resulting from incident to, connected with, or arising directly or indirectly 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 and procedures may result in additional fees.					
		Date:			
If Damage Deposit Was Reta	nined, Explain:				
Park Department Authorized Signature:		Preliminary Date Approved:			
Park Department Authorized Signature:		Final Date Approved:			