



# City of Willamina

## Event Permit – hold harmless

Date of Application Submitted: \_\_\_\_\_

Site of Event: \_\_\_\_\_

Applicant/Managers: \_\_\_\_\_

Applicant Address: \_\_\_\_\_

Contact phone number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Name of Organization responsible: \_\_\_\_\_

Type of Event: \_\_\_\_\_

Event Dates: \_\_\_\_\_

Event Times: \_\_\_\_\_

Teardown: \_\_\_\_\_

Street Closure: \_\_\_\_\_

### Insurance Requirements

Except for neighborhood block parties, the City requires the Permittee carry Commercial General Liability Insurance in a minimum amount of \$2 million naming the City of Willamina as an additional insured. Claims made in excess of the policy will still be the responsibility of the Permittee.

**Permittee shall provide a certificate of insurance as proof the required insurance coverage has been obtained.**

Insurance Company: \_\_\_\_\_

Policy Number: \_\_\_\_\_

Coverage Limits: \_\_\_\_\_

This permit is subject to the following conditions for street closures:

1. No alcoholic beverages are permitted on city streets unless an OLCC license has been issued for a community event.
2. No through-street closure applications will be considered for other than a community-wide event.
3. Residences & business located adjacent to the proposed closure must be notified a minimum of 10 days prior to the event.
4. Barricades and cones are available at no cost from the City of Willamina. Availability is on a first come first served basis. Participants are responsible for pickup and return of barricades. Return is required on first business day following the event. Applicant shall be responsible for clean-up and removal of debris created as a result of this event.
5. Signage is the responsibility of the applicant. No Parking signs must be in place a minimum of 24 hrs. in advance of the event. These signs must be read letters on a white background, a minimum of 11x17 size; 4 per block. This is in addition to the barricades for the event.

Indemnity agreement:

Permittee shall defend, indemnify and hold harmless the City of Willamina its officers, agents, employees and insurers against any claim, demand, suit or action of whatsoever nature resulting from or arising out of this event.

Signature \_\_\_\_\_ Date \_\_\_\_\_

I hereby certify that:

- I am the authorized representative of the named group
- That the above statements are true to the best of my knowledge; and
- That I will abide by all restrictions, administrative rules and applicable City Ordinances.

I have read and understand the above statements.

Signature \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

City of Willamina