

## SMALL EVENT GAZEBO & FIELD APPLICATION

All of the forms pertaining to your event need to be filled out accurately and completely, and should be submitted to Central Point Parks & Recreation **no later than thirty (30) days before the event**. If an application is submitted after the preferred thirty (30) day mark, any appeals to a decision are waived by the applicant. Keep in mind the thirty (30) day mark is necessary due to the possibility of certain City permitting requirements, so it is best to have the application in early. Applications will not be accepted when the proposed event is fewer than fifteen (15) days away. City cannot guarantee availability of your choice of venue.

### APPLICANT INFORMATION

**Applicant Name:** \_\_\_\_\_ **Address:** \_\_\_\_\_

**Organization Name:** \_\_\_\_\_ **City:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **State, Zip:** \_\_\_\_\_

**Date of Birth:** \_\_\_\_\_ **E-Mail:** \_\_\_\_\_

**Reservation Date(s):** \_\_\_\_\_ **Start/End Times:** \_\_\_\_\_

**Anticipated Number of Attendees** \_\_\_\_\_ (if more than 50 you may need to fill out a **Special Event Application**)

**Brief Description of Purpose of Reservation:** \_\_\_\_\_

Yes  No **Will you be renting a gazebo or field for this event? (if yes, select below)**

Yes  No **Is the Event a Fundraising Event?**

Yes  No **Will you have items that you will bring to the park? (ie. BBQ, Amplified Equipment, Food, Benches, Tents, etc.)? Please List** \_\_\_\_\_

Yes  No **Will you use electricity at the gazebo/field?**

#### GAZEBO(S) DESIRED

- DJ1 (Don Jones, South)
- DJ2 (Don Jones, North)
- GW1 (Glengrove Wayside)
- MM1 (Mentee Memorial)
- RP1 (Robert Pfaff)
- RP2 (Robert Pfaff Bandshell)
- TC1 (Twin Creeks Bandshell)
- TC2 (Twin Creeks, West)
- TC3 (Twin Creeks, South)
- TC4 (Twin Creeks, North)
- VH1 (Van Horn)
- WM1 (William Mott)
- ESPEY (Greenway)

#### FIELD DESIRED

- Civic Park-Soccer
- Civic Park-Multi-Use
- Community Center-Soccer
- Don Jones-Multi-Use

**Fields are rented by Season Only**

#### Seasonal Reservation Info:

- Spring March 1-June1  
 Fall September 1 –November 30
- Days of Use:**  
 Monday  Tuesday  Wednesday  
 Thursday  Friday  Saturday  Sunday

### Agreement:

I am authorized to sign this Special Event Application

I Certify that the information contained in the foregoing application and all documents in conjunction with this application are true and correct to the best of my knowledge. I have read, understand, and agree to abide by the rules and regulations governing the proposed Special Event under Central Point Municipal Code.

\_\_\_\_\_  
Print Name/Title

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

FOR OFFICIAL USE ONLY: Application Received By: \_\_\_\_\_

Date: \_\_\_\_\_

## SAVE HARMLESS AGREEMENT AGREEMENT BETWEEN

Name: \_\_\_\_\_

Organization: \_\_\_\_\_

AND

THE CITY OF CENTRAL POINT OREGON

I, \_\_\_\_\_ FOR MYSELF AND ON BEHALF OF MY HEIRS, REPRESENTATIVES, SUCCESSORS, AND ASSIGNS HEREBY RELEASE, ACQUIT, AND FOREVER DISCHARGE THE CITY OF CENTRAL POINT, and all departments, agencies, subdivisions, officers, agents, employees, or representatives, and all other related legal persons or entities not named herein, from any and all known or unknown claims, expenses, injuries, losses, rights of contribution or indemnity, as well as any other statutory rights, attorneys fees and damages, without limitation, which now exist or may ever develop, which are in any way connected with, based upon, or arise out of my participation in any and all events or activities listed and signed for above. This release includes but is not limited to claims for wages, monies, damages, attorneys' fees, emotional distress, stress, workers' compensation, injury and occupational disease, disability, discrimination, physical injuries, bodily injury and, medical expenses.

\_\_\_\_\_ **Initial Here**

I understand that the event or activity which I am applying to hold and or attend is voluntary. I also understand that if I refuse to or otherwise fail to sign this liability waiver I will not be allowed to participate in any or all of the events listed above.

\_\_\_\_\_ **Initial here**

I understand that the City and or myself shall have the right to terminate this agreement due to inclement weather, acts of God, air quality concerns, emergencies, and or other factors that the City deems hazardous. There will be an attempt to reschedule the location or venue for a future date, but there cannot be a guarantee of feasibility due to unforeseen circumstances such as but not limited to; preexisting agreements with other parties, such as venue reservations, limited timelines, and or other extenuating factors. I also understand that termination for any reason does not guarantee a refund of any kind due to expenses incurred by the City for planning, venue preparation, staffing needs, and other factors.

\_\_\_\_\_ **Initial Here**

I have read, understand, and agree with the above.

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

Participant's / Applicant's Name (Please Print) \_\_\_\_\_

For Your Records:

Please make a copy of all completed event application documents for the event you are applying for.

**NOTICE: Oregon law (ORS 105.682, et seq.) provides the owner of land is not liable in contract or tort for injury, death, or property damage that arises out of use of the land for recreational purposes (known as "Recreational use Immunity"). That immunity from liability does not apply if the owner makes a charge for permission to use the land. This fee is only for use of the assigned building for picnic purposes and for use of the picnic-related amenities in the designated pavilion area. Other uses of this park, or any use of the property outside the designated pavilion area, are not subject to a charge and, therefore the City of Central Point is not laible for injuries, death, or property damage arising out of such uses of the property for which no specific charge has been made.**

FOR OFFICIAL USE ONLY: Application Received By: \_\_\_\_\_

Date: \_\_\_\_\_