

# CITY OF CENTRAL POINT

## SPECIAL EVENT HANDBOOK



### The Fair City

Mailing Address:

Central Point Parks and Recreation  
Department  
140 S. Third Street,  
Central Point, OR 97502

Phone:

(541) 664-3321, ext. 265

Fax:

(541) 664-6384

## **CITY OF CENTRAL POINT SPECIAL EVENTS**

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Central Point is a city that celebrates special events. The City of Central Point is proud to host numerous events each year. It is very important that you fill out your applications completely. Missing information can slow the permit process or terminate the application.

Permit applications must be received by the City of Central Point no later than thirty (30) days prior to the actual date of your event and may be submitted as early as one year before your event. If your application is accepted by the City after the thirty (30) day deadline, the applicant waives his/her appeal rights. Applications will not be accepted when the proposed event is fewer than fifteen (15) days away.

In general, a permit is required for any organized activity involving the use of, or having impact upon, public property, public facilities, including, but not limited to parks, sidewalks, streets or the temporary use of private property in a manner that varies from its current land use. It is our goal to assist event organizers in planning safe and successful events that create a minimal impact on the communities surrounding the events.

Please use this handbook to assist you in filling out the necessary forms that pertain to your event. All of the forms listed under “Required Forms” need to be submitted in order for your special event permit to be processed. The forms listed under “Event Specific Forms” only need to be filled out if you need one of these permits for your event.

### **Required Forms:**

- Special Event Permit Application
- Planning Information
- Affidavit of Application
- Save Harmless Agreement
- Official Use Only

### **Event Specific Forms:**

- Amplified Equipment Permit Application
- Street Closure Permit Application
- Alcohol Permit Application

If you plan on using any of the City parks for your event, you should make a reservation to ensure the space you need will be available. Please obtain a copy of the “Parks Property Packet: Gazebos and Fields” and submit a “Parks Property Use Application” to the Parks and Recreation Department along with your other applications. The application can be found inside of the above mentioned packet.

# **CITY OF CENTRAL POINT SPECIAL EVENTS**

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## **INFORMATION**

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Upon submitting your special event application, all information will be considered public information and may be used by the City for promotional purposes (e.g. calendar of events). The City will use all information regarding your event to approve or deny your application; it is important that all information is accurate.

## **ABOUT SPECIAL EVENT PERMIT**

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The Special Event Permit Application is designed to gather general information about the event. The applicant will be required to provide the following information: the type of event, dates, times, location, event background, and contact information. Remember to include a copy of your organization's IRS 501(3)C tax letter if applicable.

## **ABOUT PLANNING INFORMATION**

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The Planning Information section is designed to gather important details about how the event will be run. There are many specific details to running an event and the City needs to ensure that each event has thoroughly planned out the different aspects involved. It is very important that all information is complete and accurate so that the City can approve your event in a timely manner. The following is an overview of the information you will need to fill out the required forms.

## **SITE PLAN/ROUTE MAP**

Please submit a site plan/route map that will provide the City with a visual of what the event will look like. Please remember to mark the locations of all items that are not normally found at the site. If you need any street closures, you must fill out a "Street Closure Permit Application" in addition to any other required applications.

## **SECURITY**

The information you provide about security will help ensure the City that the crowd will be properly controlled. You are not required to hire a security organization; however, you must provide a way to control the anticipated crowd at your event. If you are expecting less than 50 people at your event, you do not need to fill out this section.

## **CITY OF CENTRAL POINT SPECIAL EVENTS**

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### **ALCOHOL**

If alcoholic beverages will be available at your event, you are required to obtain the necessary licenses and permits. The City may require you to obtain additional insurance for alcohol. A license must be obtained from the Liquor Control Commission. For special events, you will most likely be required to obtain a Temporary Sales License (TSL). For more information regarding the proper licenses and permits, please contact the local Oregon Liquor Control Commission (OLCC) at phone number (541) 776-6191. The local OLCC office is located at 15 Crater Lake Avenue, Medford, OR.

**Municipal Code 9.68.210 states, “The possession and use of alcohol is prohibited in all public parks. Permits can be issued for special events at the discretion of the City Administrator or his or her designee and when the applicant possesses a license for special events issued by the Liquor Control Commission.”** If you will have alcohol at your event, please submit an “Alcohol Permit Application” in addition to all other applications.

### **MEDICAL**

Unexpected mishaps can occur at your event at any time. It is important that you plan ahead and have medical services available in the case that somebody needs medical attention. If you are expecting less than 50 people at your event, you do not need to fill out this section.

### **PARKING AND SHUTTLE**

Whether you are expecting 10 or 100 people at your event, it is a simple fact that they all have to be transported to the designated location. It is important that you have thought about where your attendees will park. Depending on your location and your expected attendance, it may or may not be necessary to control your event parking. Larger events may have a need for no parking areas and/or handicap parking.

**Per Municipal Code 9.68.150, no vehicles may be driven or parked in any areas other than those provided, maintained or designated for such purposes. This includes, but is not limited to the park’s grass, tennis and basketball courts. Fines will be incurred if you are found breaking the law!**

### **ACCESSIBILITY**

Each event is required to comply with all City, County, State and Federal Disability Access Requirements applicable to your event. All areas of your event need to be accessible to individuals with disabilities, or provide an alternative area with the same activities.

# **CITY OF CENTRAL POINT SPECIAL EVENTS**

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## **GARBAGE AND RECYCLING**

It is necessary that you have a plan to properly dispose of waste material at your event. It is not required that you recycle, but it is recommended. You should have enough garbage cans at your event, and change the liners regularly, so that they do not overflow. You may want to consider having a ground maintenance crew so that garbage is properly taken care of.

## **SANITATION**

You need to have an adequate amount of toilets and wash stations for the people attending your event. If there is no access to permanent bathrooms, or you need additional bathrooms for your event, then you will need to arrange to have portable toilets and wash stations delivered to your event's location. The number of toilets that are needed depends on the amount of people who will be attending. You may want to have your sanitation equipment checked throughout the event to make sure they are properly cleaned and stocked.

## **AMPLIFIED EQUIPMENT**

An Amplified Equipment Permit is required for the use of any amplification equipment. Please circle 'Yes' or 'No' to inform the City if you plan on using such equipment. If you circle 'Yes' please submit an "Amplified Equipment Permit Application" in addition to all other applications.

## **FOOD CONCESSION OR PREPARATION**

Questions regarding food concessions and food preparation areas are asked so that the City can get a better idea of what will be occurring at your event. Please list or describe any food concessionaires if applicable.

Any person selling or providing food and/or beverages inside of your event may be required to apply for a health permit. For more information, please contact the Jackson County Department of Health & Human Services, Environmental Health Division located at 1000 E Main Street, Medford, OR. Their phone number is (541) 774-8206.

## **OTHER CONCESSIONS**

This section is designed to let the City know if any merchandise vendors will be set up at your event. Please list or describe concessionaires if applicable.

# SPECIAL EVENT APPLICATION

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## ***INFORMATION***

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**Event Title** \_\_\_\_\_

**Description** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- Event Category**
- |  |  |
|--|--|
| <input type="checkbox"/> Athletic/Recreation     | <input type="checkbox"/> Dance                 |
| <input type="checkbox"/> Exhibits/Misc.          | <input type="checkbox"/> Carnival              |
| <input type="checkbox"/> Festival/Celebration    | <input type="checkbox"/> Circus                |
| <input type="checkbox"/> Parade/Procession/March | <input type="checkbox"/> Wedding               |
| <input type="checkbox"/> Concert/Performance     | <input type="checkbox"/> Protest               |
| <input type="checkbox"/> Farmer/Outdoor Market   | <input type="checkbox"/> Informational "Rally" |
| <input type="checkbox"/> Special Attraction      | <input type="checkbox"/> Church Activity       |

**Anticipated Attendance**      Total \_\_\_\_\_      Per Day \_\_\_\_\_

**Anticipated Participants**      Total \_\_\_\_\_      Per Day \_\_\_\_\_

## ***DATE/TIME***

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<b>Setup</b>	Date _____	Time _____	Day of Week _____
<b>Event Start</b>	Date _____	Time _____	Day of Week _____
<b>Event End</b>	Date _____	Time _____	Day of Week _____
<b>Dismantle Start</b>	Date _____	Time _____	Day of Week _____
<b>Dismantle End</b>	Date _____	Time _____	Day of Week _____

## ***LOCATION***

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**Address** \_\_\_\_\_

**Description** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Alternate Address** \_\_\_\_\_

**Description** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



# PLANNING INFORMATION

## SITE PLAN/ROUTE MAP

**A site plan/route map must be submitted with your permit request.** The site plan/route map must include, but not limited to:

- An outline of the entire event venue including the names of all streets or areas that are part of the venue and the surrounding area. If the event involves a moving route of any kind, indicate the direction of travel and all requested street or lane closures.
- The location of fencing, barriers and/or barricades, indicate any removable fencing for emergency access
- The provision of minimum twenty foot (20') emergency access lanes throughout the event venue
- Location of first aid facilities, amplification equipment, generators, stages, platforms, scaffolding, bleachers, canopies, tents, portable toilets, booths, beer gardens, cooking areas, trash containers and dumpsters, and other temporary structures
- Other event related components not listed above \_\_\_\_\_

Please list all entertainment and activities that will occur along with items you are bringing into the park: \_\_\_\_\_

Yes    No    Do you need any street closures? (Must request thirty (30) days prior to the event and submit a "Street Closure Permit Application" to be approved.)

*Use the space below or attach a piece of paper with a drawing of your site plan:*

## **SECURITY (Required if you have more than 50 people attending the event)**

Yes    No    Have you hired a licensed professional security company to develop and manage your event's security plan?

Security Organization: \_\_\_\_\_ Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Telephone: (    ) \_\_\_\_\_

What days/hours will you have security? \_\_\_\_\_

## PLANNING INFORMATION

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Please describe your security plan including crowd control, internal security, internal security or venue safety, or attach the plan to this application. \_\_\_\_\_  
\_\_\_\_\_

### ***ALCOHOL***

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Yes No Will your event involve alcohol? If yes, you must fill out the "Alcohol Permit Application" and submit it in addition to all other applications.

### ***MEDICAL (Required if you have more than 50 people attending the event)***

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Yes No Will there be a first aid station on site?

Yes No Will there be a Nurse or an EMT on site? If yes, which one? \_\_\_\_\_

Yes No Have you hired a licensed professional emergency medical services provider?  
Name: \_\_\_\_\_ Telephone: ( ) \_\_\_\_\_

### ***PARKING AND SHUTTLE***

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Yes No Will your event involve the use of parking and/or shuttle service?  
If yes, please describe or provide an attachment of your plan. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Yes No Will you need areas designated as no parking areas? Please explain \_\_\_\_\_  
\_\_\_\_\_

Yes No Will there be designated spots for handicap parking?

**Per Municipal Code 9.68.150, no vehicles may be driven or parked in area other than those provided, maintained or designated for such purposes. This includes, but is not limited to the park's grass, tennis and basketball courts. Fines will be incurred if you are found breaking the law!**

### ***ACCESSIBILITY***

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Yes No Will all areas of your event be accessible to individuals with disabilities? If no, explain which areas and any alternative areas \_\_\_\_\_  
\_\_\_\_\_

Yes No Have you developed a Disabled Parking Plan? Please describe \_\_\_\_\_  
\_\_\_\_\_

Yes No Will a minimum of 10% of portable restrooms at your event be accessible?

Yes No If an information center is provided at your event will customer service representatives be available to assist disabled individuals?

### ***GARBAGE AND RECYCLING***

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\_\_\_\_\_ Number of trash cans  
\_\_\_\_\_ Number of dumpsters with lids  
(One for every 400 persons, or increments thereof)  
\_\_\_\_\_ Number of recycling containers

Equipment setup: Date _____ Time _____ Equipment pickup: Date _____ Time _____
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## PLANNING INFORMATION

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Supplier of recycling equipment: \_\_\_\_\_ Telephone: (     ) \_\_\_\_\_

Please describe your plan for removal of garbage and recyclable goods during and after your event \_\_\_\_\_  
\_\_\_\_\_

### ***SANITATION***

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\_\_\_\_\_ Number of portable toilets

\_\_\_\_\_ Number of ADA approved portable toilets

\_\_\_\_\_ Number of wash stations

Equipment setup:

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

Equipment pickup:

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

Yes    No    Is there access to permanent restrooms?

Yes    No    Will your toilets and wash stations be serviced during the event?

Supplier of sanitation equipment: \_\_\_\_\_ Telephone: (     ) \_\_\_\_\_

### ***AMPLIFIED EQUIPMENT***

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Yes    No    Will amplified equipment be used? If yes, you must fill out the "Amplified Equipment Permit Application" and submit it in addition to all other applications.

### ***FOOD CONCESSION OR PREPARATION***

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Yes    No    Does your event include food concession and/or preparation areas? If yes, please describe how food will be served and/or prepared: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What type of food will be sold during the event?

- Commercially prepared food     Pre-packaged food
- BBQ     "Home-made" food
- Other (specify) \_\_\_\_\_

Yes    No    Do you intend to cook food in the event area? If yes, what method of cooking will be used:

- Gas     Charcoal
- Electric     Others (specify) \_\_\_\_\_

How many food concessionaires will you have at your event? \_\_\_\_\_

### ***OTHER CONCESSIONAIRES***

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Yes    No    Will merchandise or services be sold at your event? If yes, describe or attach a complete list of vendors \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How many other concessionaires do you expect to have at your event? \_\_\_\_\_

## **ABOUT ALCOHOL PERMIT**

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If alcoholic beverages will be available at your event, you are required to obtain the necessary licenses and permits. See below for more information.

If alcohol will be available for sale at your event, you will most likely be required to obtain a Temporary Sales License (TSL). For more information regarding the proper licenses and permits, please contact the local Oregon Liquor Control Commission at phone number (541) 776-6191. Their office is located at:

15 Crater Lake Avenue  
Medford, OR 97504

The City requires that you have alcohol liability insurance if you are approved for alcohol in the park. The coverage amount will be determined by the City during the review of your application and is dependent on your event.

To use alcohol in public parks, you must also obtain special approval from the City Administrator and pay a \$15 additional fee. Even if alcohol will not be sold (in cases alcohol being provided by the event at no charge to the consumers), the City will require that one person with an OLCC Servers Permit will be in charge of distributing the alcohol.

To use alcohol in public parks, you must obtain special approval from the City Administrator. Ordinance number 9.68.210 states, "The possession and use of alcohol is prohibited in all public parks. Permits can be issued for special events at the discretion of the City Administrator or his or her designee and when the applicant possesses a license for special events issued by the Liquor Control Commission."

### ***APPLICATION INFORMATION***

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- Applicant information: name, address, phone number
- Event information: name or description of event, location, date(s), start time, end time, and other details
- Provide your security plan to ensure safe sales/distribution
- Proof of OLCC license(s)

# ALCOHOL PERMIT APPLICATION

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**To apply for alcohol, you must meet 1 of 2 requirements.** 1) OLCC Temporary Sales License (TSL) when alcohol will be sold or 2) a person with an OLCC Servers Permit in charge of distributing alcohol when alcohol will be hosted by the event (provided but not for sale). *If you have questions, please contact Sarah with the Parks Department at (541) 423-1978.*

## **APPLICANT INFORMATION**

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Applicant Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone ( ) \_\_\_\_\_

## **EVENT INFORMATION**

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Event name or description \_\_\_\_\_

Location of event \_\_\_\_\_

Please list the dates and times that alcohol will be served:

Date \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Date \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Yes No Will you have a closed beer garden?

Yes No Will you be using armbands to identify those ages 21 and older?

Please check all that apply:

- Free/Host Alcohol
- Alcohol Sales
- Beer
- Wine
- Distilled Spirits

OLCC Server Permit # & person's name or attach TSL permit: \_\_\_\_\_

Please describe your security plan to ensure the safe sale/distribution of alcohol at your event

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\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Event Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

### **Alcohol Permit:**

- Approved
  - Denied
- By Department: \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

## **ABOUT AMPLIFIED EQUIPMENT PERMIT**

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Ordinance number 8.04.080 A states that, “No person shall create, assist in creating, permit, continue or permit the continuance of any loud, disturbing or unnecessary noise in the City.” An Amplified Equipment Permit is required for all sound amplification outside of normal home and business activities. Non-amplified music is allowed at any park without a permit.

### ***PERMIT INFORMATION***

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To obtain a permit, you must fill out the “Amplified Equipment Permit Application” and submit it to the Parks and Recreation Department in addition to any other application needed for your event. It is very important that your start and end times are listed accurately, as all amplified equipment can only be used during this time. All amplified sound must be turned off by 10:00 p.m. All amplified equipment levels must not exceed 80 decibels during the entire event.

### ***APPLICATION INFORMATION***

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- Applicant information: name, address, phone number
- Event information: name or description of event, location, date(s), start time, end time, and other details
- Performance schedule: If there will be any performances that will be using the amplified equipment, you must provide: performer’s name, contact person’s name, phone number, and the start and end time of their set.
- It is important that amplified levels do not exceed 80 decibels during the entire event.
- You may obtain a loaner decibel meter from City Hall (requires a refundable deposit).

# AMPLIFIED EQUIPMENT PERMIT APPLICATION

## APPLICANT INFORMATION

Applicant Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone ( ) \_\_\_\_\_

## EVENT INFORMATION

Event name or description \_\_\_\_\_

Location of event \_\_\_\_\_

Please list the dates and times that the equipment will be used:

Date \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Date \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Date \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Yes No Will there be a patron dance?

Yes No Will there be live music?

Yes No Will there be any live performances?

What type of amplification equipment will be used? \_\_\_\_\_

Where will the amplification equipment be setup? \_\_\_\_\_

### Performance Schedule:

Name of Band/Performer	Contact Name	Phone Number	Start Date	Start Time	End Time

**\*All amplified equipment levels must not exceed 80 decibels during the entire event.**

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Event Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

### Amplified Equipment Permit:

- Approved
- Denied

By Department: \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

## **ABOUT STREET CLOSURE PERMIT**

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This permit is required in any case where the streets or public ways will be closed to through traffic. All street closures require review and approval from the City Council. It is important that you allow adequate time for the approval process.

### Parades:

The City will close down the streets for you and provide the proper traffic control.

### Block Parties:

The City will deliver and pick up barricades at the requested street. It will be your responsibility to ensure that barricades are moved into place and that detours are set up to properly redirect traffic. Remember that you must keep a twenty (20) foot fire lane clear for emergency access.

Block parties are only permitted between the 10:00 a.m. and 11:00 p.m. You must provide written consents to the block party from at least 75 percent of all residents living along the portion of the street to be closed. If your block party is within 500 feet of any school, church, hospital, nursing home or similar operation, you must also obtain written approval by the management of the institution.

## ***PERMIT INFORMATION***

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To obtain a permit, you must fill out the "Street Closure Permit Application" and submit it to the Parks and Recreation Department in addition to any other application needed for your event. You must submit your request for a street closure thirty (30) days prior to your event.

## ***APPLICATION INFORMATION***

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- Applicant information: name, address, phone number
- Event information: name or description of event, location, date(s), start time, end time, and other information
- List the streets that need to be closed
- Provide a drawing or map of the streets that will be closed. If you are responsible for closing the streets, please indicate where detour signs will be used.

### **Block Party Specifics:**

- Attach the written consent of at least 75 percent of residents
- If you live within 500 feet of the above mentioned institutions, please provide written approval from the institution's management.

# STREET CLOSURE PERMIT APPLICATION

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## ***APPLICANT INFORMATION***

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Applicant Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone (     ) \_\_\_\_\_

## ***EVENT INFORMATION***

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Event name or description \_\_\_\_\_

Location of event \_\_\_\_\_

Please list the dates and times that you are requesting to close the street(s):

Date \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Date \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Yes No Will you be using detour signs to help local traffic around the street closures?

Yes No Will you be alerting the local neighborhood of street closures prior to the event?

Please describe plan: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

List the street(s) that need to be closed during the above mentioned dates and times:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## ***IMPORTANT INFORMATION***

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- For block parties, the applicant is responsible for installing and removing barricades and detour signs.
- Please make sure that you have attached a drawing of the streets to be closed and the position of any detour signs if applicable.
- For block parties, please attach the written consents of at least 75 percent of residents who live along the portion of street to be closed
- For block parties, if held is within 500 feet of any school, church, hospital, nursing home or similar operation, please submit approval from the management of the institution.
- Street closures are not guaranteed and must be approved by the City Council.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Event Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

### **Street Closure Permit:**

- Approved
- Denied

By Department: \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

## **ABOUT FIREWORKS DISPLAYS**

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Fireworks are prohibited in all City parks and on all City property. Formal fireworks displays are allowed on private property after obtaining the correct permits from the State Fire Marshal. Please contact the State Fire Marshal for specific information on obtaining a permit.

Definitions for legal vs. illegal fireworks can be obtained from the State Fire Marshal.

### ***PROCEDURES FOR A FORMAL FIREWORK DISPLAY***

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1. Receive permission from property owner.
2. Fill out the appropriate application and obtain a permit from the State Fire Marshal (you must also submit the application and site plan to Fire District 3.)
3. If necessary, obtain a permit for street closures
4. You must contact the City Police to coordinate traffic.

### ***CONTACT INFORMATION***

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For more information please contact:

Jackson County Fire District No. 3  
(541) 826-7100

Office of State Fire Marshal  
Oregon State Police  
(503) 934-8274

Or visit [http://www.oregon.gov/OSP/SFM/Licensing\\_Fireworks\\_Public\\_Displays.shtml](http://www.oregon.gov/OSP/SFM/Licensing_Fireworks_Public_Displays.shtml)



# SAVE HARMLESS AGREEMENT

## AGREEMENT BETWEEN

\_\_\_\_\_ Name (please print) \_\_\_\_\_ Organization

\_\_\_\_\_ Address, City, State, Zip

- AND -

### THE CITY OF CENTRAL POINT

I, X \_\_\_\_\_, 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 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 which I am applying to hold 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 have read, understand and agree with the above.

XSignature \_\_\_\_\_ Date \_\_\_\_\_

XParticipant's Name (please print legibly): \_\_\_\_\_

### FOR YOUR RECORDS....

Please make a copy of all completed event application documents (within this packet) 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 liable for injuries, death or property damage arising out of such uses of the property for which no specific charge has been made.**