

Special Event Application – Small Events

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.

You may be required to provide proof of insurance depending on the size and type of your event. Additional forms will need to be completed to obtain approval for alcohol in parks, street closures and/or amplified sound.

Attach an event layout and return it with your application(s).

Contact Name _____	<table border="0"><tr><td>Event Date _____</td></tr><tr><td>Start Time _____</td></tr><tr><td>End Time _____</td></tr><tr><td>Attendance _____</td></tr></table>	Event Date _____	Start Time _____	End Time _____	Attendance _____
Event Date _____					
Start Time _____					
End Time _____					
Attendance _____					
Contact Number _____					
Organization _____					
Event Title _____					
Event Address _____					
Event Description _____					

Yes No Will amplified equipment be used? (Sound that can be heard 50ft or more from the source.)

Yes No Will food be prepared on site? If yes, how will it be prepared?

Yes No Do you plan to have alcohol at your event?

Yes No Are you planning to bring in entertainment? (Includes: Bounce Houses, Party Ponies, Etc.)

Agreement

I am authorized to sign this special event application. I certify that the information contained in the foregoing application is 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 the Central Point Municipal Code.

Print Name

Event Title

Signature

Date

Please submit all application to:

Central Point Parks, 140 S. Third Street, Central Point, OR 97502

Questions? Call (541) 664-3321, ext. 265 or email Parks@CentralPointOregon.gov

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.