



CITY OF THE VILLAGE OF DOUGLAS

86 West Center Street, P.O. Box 757

Douglas, MI 49406

(269) 857-1438 phone / (269) 857-4751 fax

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Payable Online At: tinyurl.com/PayItOnline

Date received: _____

Payment received: _____

APPLICATION FOR PARK RESERVATION: Wades Bayou, Beery Field, Schultz Park

The City of Douglas offers two types of permits for events within the City. A **Park Reservation** permit is described as a small gathering confined to a small area of a park and does not require significant City coordination or resources. Park Reservation permits require only City administration approval. A **Special Event** is described as a large gathering of people that covers a broader range of the City, such as, the entire park(s), right-of-ways, trails, street closures, sidewalks, etc. These events also require significant coordination and requests of City resources, such as, Douglas Police Department, Department of Public Works, and Saugatuck Township Fire Department. Special Event Permits will require approval from City Council. **Special Event applications must be filled out in its entirety & returned in the City Clerk's Office a minimum of 60 days prior to scheduled event.** A \$50.00 Non-refundable Special Event fee must accompany this form (Free for non-profit organizations).

Applicant/Organization: _____

Contact Person(s): _____

Street Address/P.O. Box: _____

City/State/Zip Code: _____

Telephone: _____ E-mail: _____

Reservation Location: _____

Reservation Date(s): _____ Anticipated Number of Attendees: _____

Reservation Start & End Hours (including time for set-up and clean-up): _____

Description of Reservation: _____

Will tents/canopies be installed? _____ Qty _____ If yes, please notify the Director of the Douglas Department of Public Works at 269-857-2763 to discuss placement locations of such tents/canopies to avoid underground irrigation and utilities. A Requirements for Tent Structures form is also required from the Saugatuck Township Fire Department. Please call the STFD at 269-857-3000 with questions.

NOTE: It shall be unlawful for any person within the city to consume intoxicating liquor of any kind in any street, alley, park, public building, or other land owned by the city, unless the consumption is authorized under a valid permit issued by the city or its authorized agent. (1995 Code, 42-166) (Ord.43, passed 6-5-1961)

The Applicant/Organization understand and agrees to the following:

1. Comply with all local and applicable State Laws and City policies.
2. Applicant/Organization further understands the approval of the event may include additional requirements and/or limitations based on the City's review of this application.
3. Applicant/Organization also agrees to clean-up and leave/restore the area in the condition it was found. The City is not responsible for equipment or personal items left on public property.
4. Prohibit its organization and guests from engaging in profane or inappropriate language or actions.
5. Abide by City of Douglas Ordinance Chapter 95.01 regarding Noise Nuisances.
6. A breach of any of these understandings and agreements may result in the denial of Application or revocation of an approval of the City.

HOLD HARMLESS/INDEMNITY

1. Upon approval of park reservation, Applicant/Organization agrees to fully defend, indemnify and hold harmless the City, its City Council, its officers, employees, agents, volunteers, and Contactors from any and all claims, demands, losses, obligations, costs, expenses, verdicts, and settlements (including but not limited to attorney fees and interest) resulting from:

- A. Acts or omissions by the Applicant/Organization, its agents, employees, servants and Contractors in furtherance of the event, including, but not limited to, acts or omissions alleged to be in the nature of gross negligence or willful misconduct. The Applicant/Organization agrees to reimburse the City for reasonable attorney fees and court costs incurred in the defense of any actions, suits, claims, or demands arising from the operations of the Applicant/Organization due to the above referenced acts or omissions.
- B. Violations of state or federal law by Applicant/Organization, its agents, employees, servants, and Contractors whether administrative or judicial, arising from the nature and extent of this Application. Permit and/or event.
- C. Other acts of Applicant/Organization or attendees causing personal injury or property damages in connection with this event, unless resulting from the sole negligence of the City, its officers, employees, or agents.

2. The Applicant/Organization agrees that it is its responsibility and not the responsibility of the City to safeguard the property and materials used in the event and the property and materials of the attendees. Further the Applicant/Organization agrees to hold the City harmless for any loss of such property and materials.

3. The Applicant/Organization shall not discriminate against any employee, or applicant for employment because of religion, race, color, national origin, age, sex, height, weight, handicap, ancestry, place of birth, sexual preference or marital status. The Applicant/Organization further covenants that it will comply with the Civil Rights Act of 1973, as amended; and the Michigan Civil Rights Act of 1976 (78. Stat. 252 and 1976 PA 453) and will require a similar covenant on the part of any consultant or sub-Contractor involved in the hosting of this event.

As the Applicant or duly authorized agent of the Organization, I hereby apply for approval of this park reservation and affirm the above understandings. The information provided on this application is true and complete to the best of my knowledge.

Printed Name of Applicant: _____ Date: _____

Signature of Applicant: _____ Date: _____

(TO BE COMPLETED BY THE CITY)

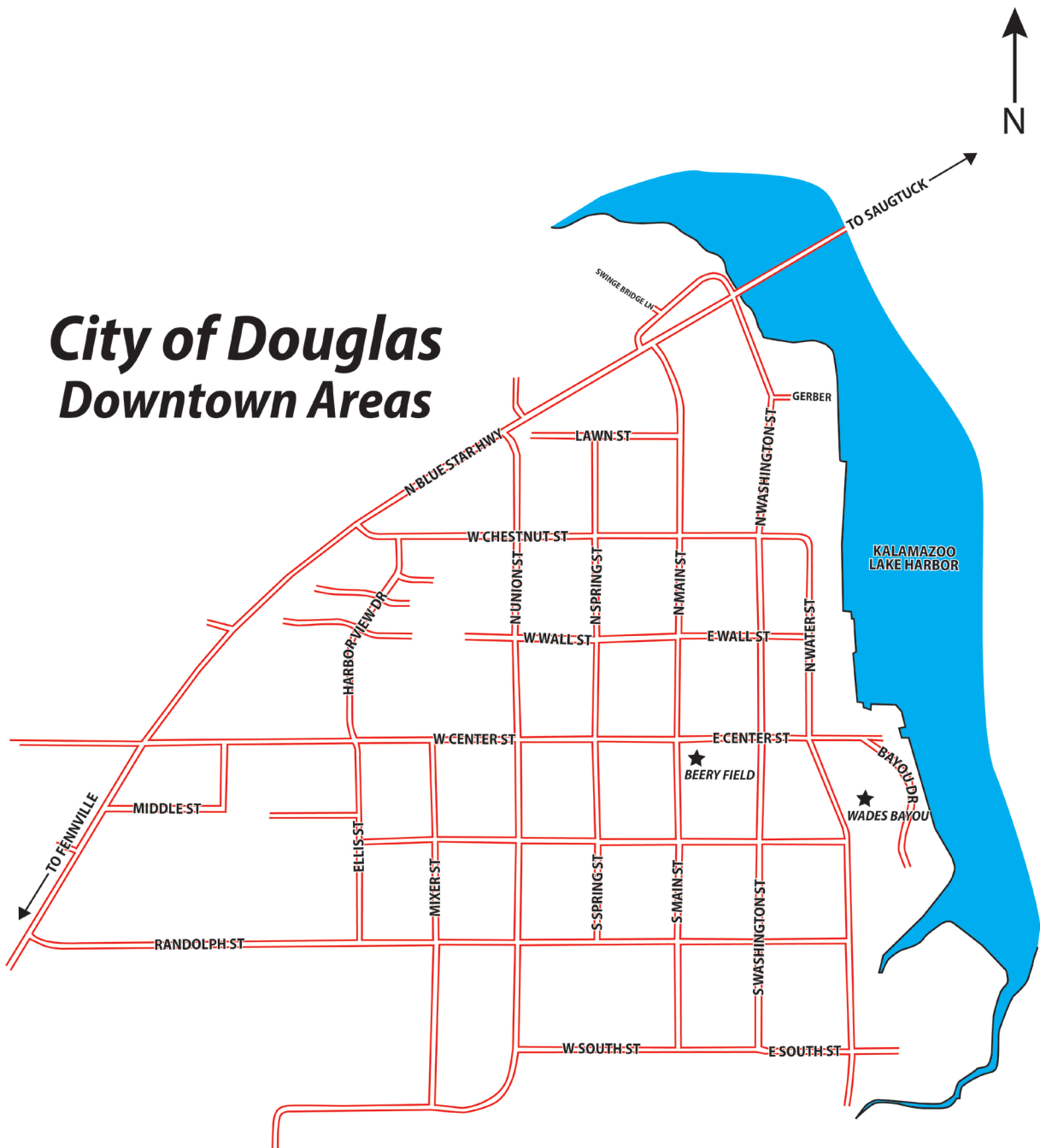
Received on: _____ By: _____

Approval: _____ Yes _____ No

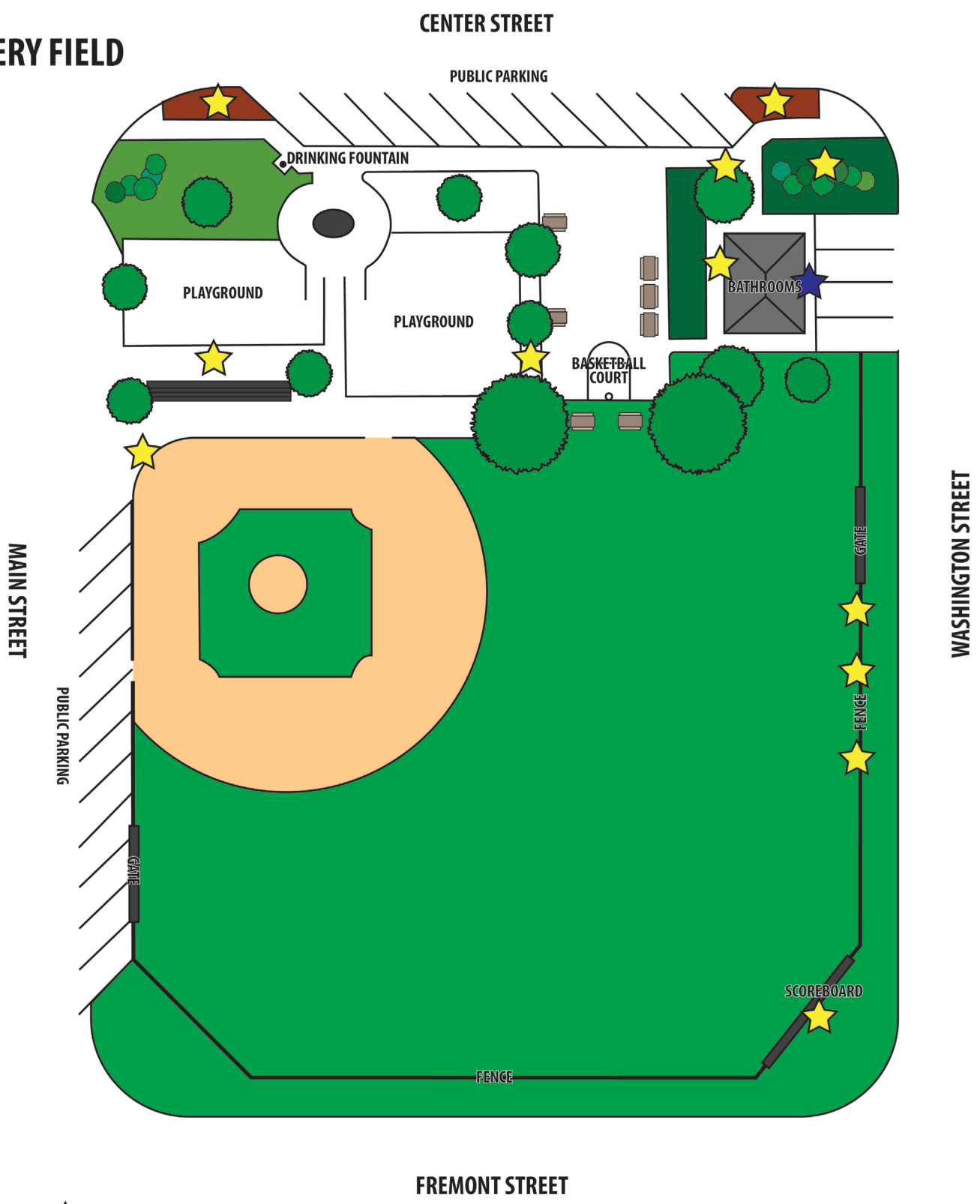
Any Conditions: _____

Notification to: (initial & date)

DPW _____ Police _____ Fire _____ Other _____



BEERY FIELD

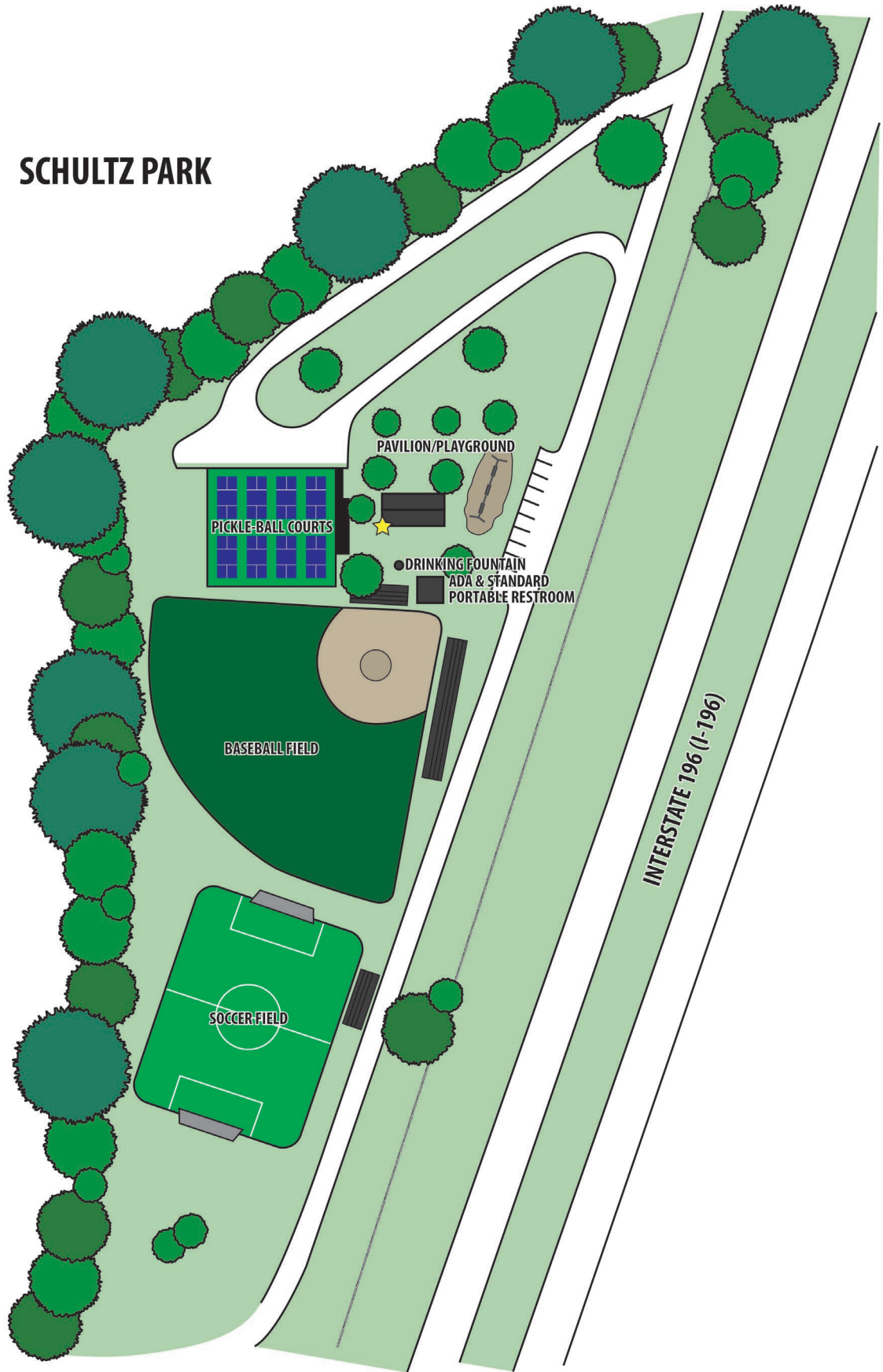


-  Water Hose Hookup
-  Electrical Outlet

Note: Beery Field has an underground irrigation system. Please notify the Director at the Douglas Department of Public Works @ 269-857-2763 to discuss placement locations for tents, canopies, etc.



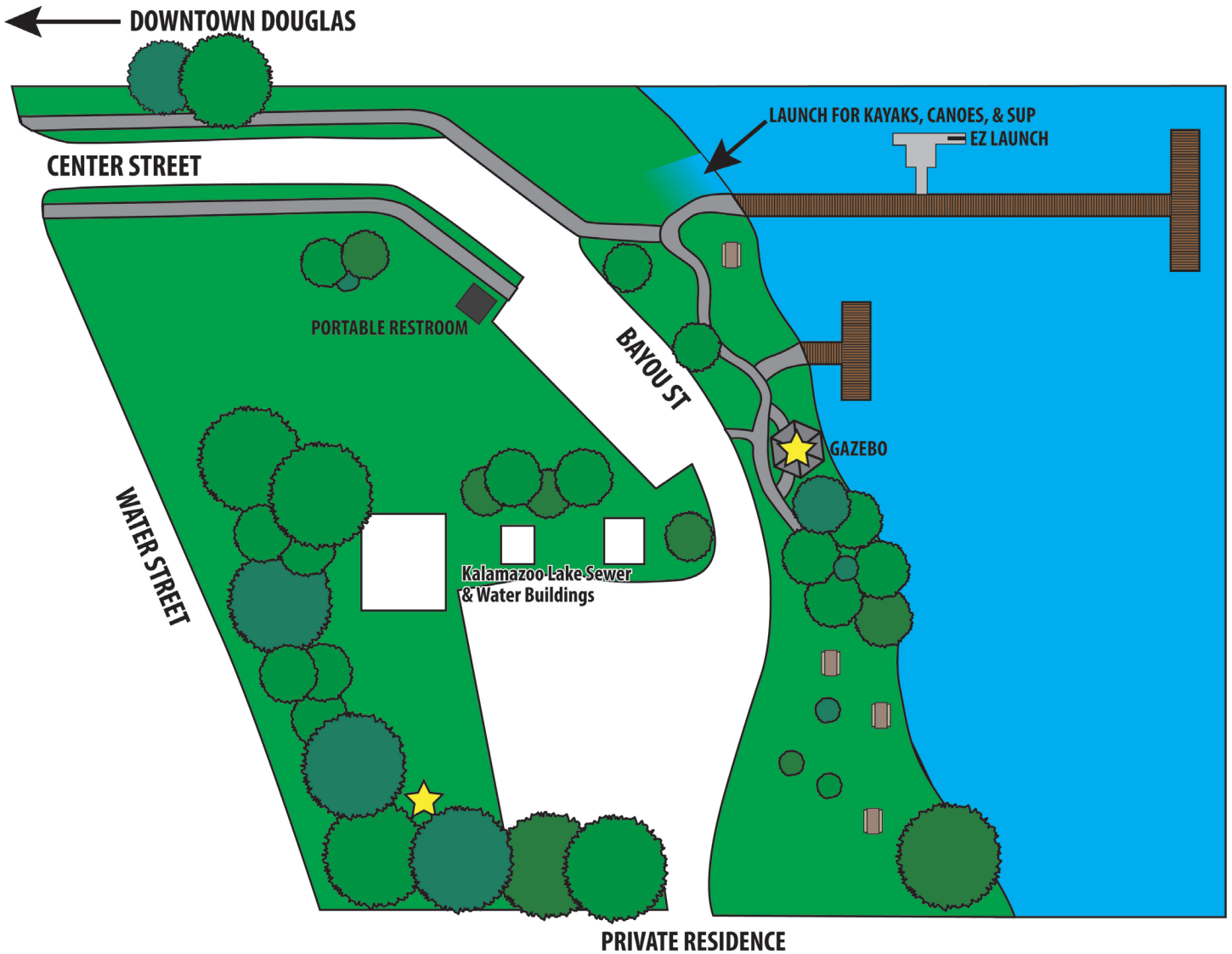
SCHULTZ PARK



 Electrical Outlet

Note: Schultz Park has an underground irrigation system. Please notify the supervisor at the Douglas Department of Public Works @ 269-857-2763 to discuss placement locations for tents, canopies, etc.

WADES BAYOU



 Electrical Outlet

Note: Wades Bayou has an underground irrigation system. Please notify the Director at the Douglas Department of Public Works @ 269-857-2763 to discuss placement locations for tents, canopies, etc.