



Facility Use Application

Please be as detailed as possible on the application. Submission and acceptance of this application is not to be construed as an approval of your request for a Facility Use Permit.

If any information provided in this application is false or if the application does not comply with timeframes, deadlines and requirements the permit request may be denied.

HOST ORGANIZATION/APPLICANT INFORMATION

(Host Organization/Applicant – The Host Organization/applicant is legally and financially responsible for the overall organization, management and implementation of an event and its related activities.)

Host Organization/Applicant Name: _____

Host Organization Contact: (First name) _____ (Last name) _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Cell: _____ Email: _____

Website: _____

For Profit: Non-Profit: (attach copy of tax exemption certificate)

Event Contact: (First name) _____ (Last name) _____

Phone: _____ Cell: _____ Email: _____

EVENT INFORMATION

Event Name: _____

Type of event: Wedding Ceremony Walk/Run Festival Corporate Reunion

Other (please specify): _____

Is this a repeat event? Yes No If yes, where and when was last event? _____

Event Location: _____ Expected Attendance: _____

Event Start Date and Time: _____ Event End Date and Time: _____

Event Set Up Date and Time: _____ Event Break Down Date and Time: _____

Are shelters required? Yes No If yes, shelter #(s): _____

Will inflatables (moon bounce) be used at your event? Yes No

If yes, please provide the name of company: _____

of vendors: _____ Type of vendors: _____

Cooking on site: Yes No If yes, how? electric gas fryers

If cooking with grease, what is your plan for grease disposal: _____

Please list any additional items or equipment you plan on bringing: _____

INSURANCE REQUIREMENTS

Applicants are required to provide a commercial general liability insurance policy with a limit of \$1,000,000 per occurrence and a \$2,000,000 general aggregate. Liability insurance must cover your event from the beginning of set up through the event and completion of the breakdown and removal of all equipment. This insurance must name the City of Tampa as an additional insured in any and all policies. Insurance must be evidenced on an Acord 25 form and submitted a minimum of 30 days prior to your event.

Participant Liability is required for events in which individuals/teams are required to participate in a form of activity such as runs, walks, rowing, etc., competitive or non-competitive.

HOLD HARMLESS & ACKNOWLEDGEMENT

By agreeing to these terms, applicants indemnify, defend and hold harmless the City of Tampa, its employees, officers and agents from any and all liability, demands, claims, damages, expenses (including attorneys' fees) proceedings and cause of action of every kind and nature arising out of or connected with the applicant's (i) use, act, omission, injury, accident, occupation or control of the Department managed land or recreational facility (and any improvements thereon including any furniture, furnishings, equipment, or fixtures utilized in connection therewith) subject to the approved permit; and (ii) any breach of the approved permit.

The applicant further agrees that it will, at its own cost and expense, defend any and all actions, suits, or proceedings which may be brought against the City of Tampa, its employees, officers and agents in connections with said Department managed land and facilities (and any improvements thereon including any furniture, furnishings, equipment, or fixtures utilized in connection therewith) arising from applicant's activities, omissions, accidents, injuries, and damages on said property and will satisfy, pay, and discharge any and all judgments that may be entered against the City of Tampa, its employees, officers and agents in any such proceeding.

By signing this application, you are stating that you understand the information in this application to be true to the best of your knowledge, and that you agree to comply with City of Tampa Code of Ordinances. Should the City grant approval and a permit issued, you agree to comply with any other requirements provided by law.

Host Organization/Applicant Signature

Date