

For Office Use Only
Facility Number: _____
Permit Number: _____

Allegan County Parks

SPECIAL EVENT- USE PERMIT

Issued under authority of MI P.A. 261 of 1965, as amended. Subject to the provisions of the law and the conditions herein contained, permission is hereby granted to the person or group named to use County Park land described for the purpose indicated

Please complete and return this application, along with the \$25.00 permit fee and if applicable the certificate of liability insurance naming Allegan County as an additional insured.

Representative To Contact Relative To Operations Under This Permit

Name of Representative: _____

Address: _____

Phone Number: _____

Email: _____

Sponsoring Organization (if applicable): _____

Event Name/Title: _____

Event Location (Park Facility): _____

Date(s) Requested: _____ **Rain Date(s) Requested:** _____

Start (set-up) Time: _____ **End (clean-up) Time:** _____

Event Description & Purpose (Attach a separate sheet with details if there is not enough space below):

List of Any Amenities that Will Be Brought In and Used During/For This Event (Attach a separate sheet with details if there is not enough space below):

Would you like us to share your event to the General Public (Social Media, Community Calendars, etc.)

Reminder: Please make sure the following items are turned in with this Application

- Permit Fee (\$25.00) Certificate of Liability Insurance

Payment Method Information

Cash Check/MO# _____

Visa MasterCard AmExpress Discover

Name _____

CC Card # _____

Exp. Date: _____ **SEC Code (3/4 digits)** _____

I certify that I am at least 18 years of age. I agree to fully comply with all County Park Rules and Regulations and applicable laws. To the fullest extent permitted by law, I agree to defend, pay on behalf of, indemnify, and hold harmless Allegan County, its authorized agents, elected and appointed officials, employees and volunteers and others working on behalf of Allegan County against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed or recovered against or from Allegan County, its authorized agents, elected and appointed officials, employees and volunteers and others working on behalf of Allegan County, relating to or by reason of personal injury, including bodily injury or death, and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with the use of Allegan County rooms, facilities, grounds and/or equipment.

I acknowledge that I have read, understand and agree to abide by the terms, conditions and guidelines set forth in this document and completed the Special Event-Use Permit application to the best of my knowledge. I understand that I will be required to reimburse Allegan County for clean-up and/or damages to the Park made necessary or caused by myself or my guests. I hereby authorize Allegan County to process my payment with the credit card information provided and attest to being the rightful card owner. I understand a credit card convenience fee (\$1.50 minimum) will be automatically added to the above total amount due when paying with a credit card.

Signature: _____ **Date:** _____

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Approved By: _____ **Date:** _____

Event has been approved with contingency: see approval letter for list of contingences