

CITY OF CLARK FORK
P.O. Box 10
Clark Fork, Idaho 83811
Phone (208) 266-1315
Fax (208) 266-1278

FACILITY RESERVATION PERMIT

Applicant: _____
(Please Print)

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ (Cell) _____ (Email) _____

Organization: _____ Address: _____

City: _____ State: _____ Zip: _____

Type of Event: _____ # of Participants Est. _____

Date(s) of Event: _____ Time: _____ to _____

Park: Veterans Memorial Park Railroad Park

REQUESTED PERMIT WAIVERS:

Alcohol Sales	yes	___	no	___	Animals	yes	___	no	___
Alcohol Use	yes	___	no	___	Overnight Parking	yes	___	no	___
Vending	yes	___	no	___	Fires	yes	___	no	___
Time Extension	yes	___	no	___	Signage	yes	___	no	___
Parking	yes	___	no	___	Fireworks	yes	___	no	___
Amplification	yes	___	no	___	Camping	yes	___	no	___

Catering Permit Required for all alcohol Sales

Miscellaneous _____

The undersigned accepts full responsibility for the conduct of the above group while in City limits and agrees to provide copy of indemnification or proof of liability and save harmless the City of Clark Fork from any and all liability by virtue of granting permission in this agreement. I further agree to exercise due care in the preservation of the premises. I further agree that I will ensure compliance with all rules, regulations or Ordinances applicable to the use of City of Clark Fork facilities.

Signature _____ Date: _____
(Applicant must be 18 years of age or older) By signing this application, I attest that I have been given a copy of the City Parks Regulations Resolution and a copy of this permit.

FOR OFFICE USE ONLY

Fee: _____ Clean Up Deposit: _____ Deposit Returned: _____

Indemnification Form: YES NO (OR) Proof of Liability: YES NO

Catering Permit: YES NO Area: $\frac{1}{4}$ $\frac{1}{2}$ $\frac{3}{4}$ Full

Officer Approval: _____ Date: _____

RESERVATIONS

Anyone desiring use of a specific facility for a particular group must apply for a Facility Reservation Permit. The facilities are reserved on a first-requested, first-reserved basis and requests should be made at least forty-five (45) days prior to the event. Applications for exclusive use of the entire area must be filed at least sixty (60) working days prior to the date of use. The adult (must be 18 years or older) signing the reservation form is the duly authorized representative for any and all damages, missing items and clean up. The user is required to return the area to as clean a state as it was prior to use.

The City reserves the right to allow certain uses without charge. Those uses are: Family Reunions, requires a family member as a resident, Fundraising Activities hosted by a resident FOR A RESIDENT, Community Events such as 4th of July and Easter Egg Hunt. The children playground area (roughly, an area 140ft by 140ft from the southeast corner of the park) is non-exclusive and shall always be open and available to all children.

PERMIT

Failure to comply with these regulations may result in the denial of the right to use City facilities in the future. Permits are revocable at any time for violation of rules, Ordinances or State laws.

FEES AND RESIDENCY

In addition to the rental fee, a \$100 deposit is required for each reservation (to be paid with a separate check). Reservation fees are based on residency. A resident is defined as any person with primary residence or organization/ business located within the 83811 Zip Code. Individuals and organizations outside the 83811 Zip Code are considered nonresidents and shall pay nonresident rates.

	Resident Fees	Non-Resident Fees
All Day Use (Per day) (7:00 A.M. to 10:00 P.M.)	\$50.00	\$200.00
Half (½) Day Use (6 hours)	\$25.00	\$100.00
Deposit	\$100.00	\$100.00

TIME EXTENSION

Extended use of the facility may be granted on an individual basis. Applicant shall contact the City as soon as possible for approval or denial.

INSURANCE

Groups using City of Clark Fork facilities are required to provide proof of bodily injury and property damage liability insurance in the minimum amount of \$500,000 per each occurrence at least one week prior to scheduled event. The City of Clark Fork shall be named as an additional insured unless waived. Greater liability coverage limits may be required depending upon the perceived liability exposure of the contemplated activity.

A. For small organizations who do not carry liability insurance normally nor have the resources to purchase liability insurance, may opt to sign the "Release and Indemnification Agreement".

LIABILITY

The person or organization using City of Clark Fork facilities shall be responsible for any and all damage to any equipment or the premises during the event.

INDEMNIFICATION

All groups using City of Clark Fork facilities must agree to hold the City of Clark Fork harmless from any and all claims by any person, firm or organization arising from their use of the facility, or any consequences flowing therefrom.

NON-DISCRIMINATION

No person shall be discriminated against in the providing of the services and applicants shall not refuse to serve or hire any person because of such person's race, creed, sex, color, or national origin. Also, applicants will in no manner discriminate against any person because of such person's race, creed, sex, color, or national origin. Any such discrimination shall be deemed a violation of this Agreement and shall render this Agreement subject to forfeiture.

EMERGENCY NUMBERS

Emergencies: contact the Sheriff's Department at 911. For problems with the reserved area contact City Hall at 266-1315.