



City of Jasper Use of Public Space Event Application

Note: There may be separate fees for the use of City parks or facilities, personnel and vehicles.

Name of Event: _____

Desired Date(s) and Time(s) of Event: _____

Estimated number of attendees: _____ Estimated number of event workers: _____

Set up time: _____ Clean up completion: _____

Has this event been held before? _____ If so, where and when? _____

Name of Individual or Organization Sponsoring Event: _____

Address: _____

Contact person authorized to act on behalf of the Organization: _____

Contact person phone: _____ (cell) _____ (other)

Contact person Email address: _____

Please provide a copy of valid driver's license.

Location- check all that apply:

- | | |
|--|---|
| <input type="checkbox"/> Stegall Alley | <input type="checkbox"/> Doris Wigington Park |
| <input type="checkbox"/> Lee Newton Park | <input type="checkbox"/> Main Street |
| <input type="checkbox"/> Peace Park | <input type="checkbox"/> Other (Please Specify) _____ |

Type of event- check all that apply:

- | | | |
|---|--|---|
| <input type="checkbox"/> Athletic Event | <input type="checkbox"/> Carnival/Circus | <input type="checkbox"/> Concert/Performance |
| <input type="checkbox"/> Craft Show | <input type="checkbox"/> Cycling Event | <input type="checkbox"/> Festival |
| <input type="checkbox"/> Film Shoot | <input type="checkbox"/> Fireworks | <input type="checkbox"/> Market |
| <input type="checkbox"/> Parade | <input type="checkbox"/> Rally/Assembly | <input type="checkbox"/> Road Race |
| <input type="checkbox"/> Street Fair | <input type="checkbox"/> Wedding | <input type="checkbox"/> Other (Please Specify) _____ |

Purpose of Event- check all that apply:

- | | | |
|-------------------------------------|---|--|
| <input type="checkbox"/> Charity | <input type="checkbox"/> Education | <input type="checkbox"/> Entertainment |
| <input type="checkbox"/> Fundraiser | <input type="checkbox"/> Other (Please Explain) _____ | |



Will fees be charged for: Admission? _____ Amount: _____
 Vendors? _____ Amount: _____
 Other? (Please Specify) _____ Amount: _____

Do you have event rental needs from the City? _____

Stage Yes No
 Electrical Yes No

Do you have need for any cones, barricades, etc. from the City? _____

Will sound amplification be used? _____ If yes, please explain: _____

Will your event need overnight security or at any other time aside from the hours of the event? _____
 If yes, please explain: _____

Please provide any other information about your event that you believe would be helpful for planning purposes. You may attach additional documentation, if needed.

Liability Insurer (Please attach copy of policy) _____

Policy Number _____ Liability Limits _____

Waiver and Release: I/We agree to hold harmless and defend the City of Jasper against any claim for damages, compensation or otherwise on the part of any participant or any other party, growing out of or resulting from injury which might occur as a result of activity at the facilities of the City of Jasper, and to reimburse or make good any loss, damage or costs that the City of Jasper may have to pay if litigation arises from injury to any participant or other party, under the laws of this or any other state as against such claims for reimbursement or indemnity by the City of Jasper.

I/We also agree to reimburse the City for the cost of any clean up or damage repair that exceeds the required security deposit.

The undersigned does affirm that the information given is true to the best of his/her belief and knowledge.

Applicant's Signature

Date

Please return completed application to tbenson@jasper-ga.us, City Clerk



STAFF RECOMMENDATIONS – CITY OF JASPER USE ONLY

POLICE DEPARTMENT

The Police Department has reviewed the application and the details of the event. Based on their findings and the requirements of the Code of Ordinances of the City of Jasper, the application is therefore recommended for:

Reviewed by: _____

Date: _____

Approval:

Denial:

Comments/Concerns: _____

FIRE DEPARTMENT

The Fire Department has reviewed the application and the details of the event. Based on their findings and the requirements of the Code of Ordinances of the City of Jasper, the application is therefore recommended for:

Reviewed by: _____

Date: _____

Approval:

Denial:

Comments/Concerns: _____

Date Submitted: _____ Permit #: _____ Fee Paid: \$ _____ Council Meeting Date: _____

Approved

Denied

Special Stipulations: _____

City Manager or/Mayor's Signature: _____