

CITY OF HAVRE PARKS AND RECREATION DEPARTMENT
520 4th Street Havre, MT 59501 265-5781
SPECIAL USE PERMIT APPLICATION



\$100 deposit check is a SEPARATE check from checks for electricity and/or gazebo rent

Proof of GENERAL LIABILITY COVERAGE is required prior to applying for this permit. 7 days advanced notice is required.

Additional Terms of this Agreement:

- Contact person must have permit on-site at all times during the event
- Contact person must display permit to local law enforcement when requested
- Park must be vacated by 10:00 p.m.
- Any fees are payable at Havre City Hall, 520 4th St., Havre, MT
- Waiver Statement (pg 2) must be signed

NAME OF EVENT: _____

NAME OF CONTACT PERSON: _____ ADDRESS: _____

DAYTIME PHONE: _____

DATE OF EVENT: _____ TIME: From _____ To _____

PARK REQUESTED: _____ SECTION REQUESTED: _____

APPROXIMATE NUMBER OF PEOPLE ATTENDING: _____

Required Fees:

Electricity (if requested)	\$10/event	
Gazebo Maintenance	\$20/event	(Pepin Park)
Alcohol Permit	\$50/event	
Damage/cleanup Deposit	\$100/event	(refundable if no damage/cleanup)

Please indicate which of the following items will be needed for your event:

- Picnic Tables (if available)
- Electricity -- **\$10/event**
- Gazebo (Pepin Park Only) -- **\$20/event**
- Alcohol Permit (Additional Alcohol Permit Application Required) -- **\$50/event**
- Damage/cleanup deposit required -- \$100 (refundable if no damage/cleanup necessary)**

WAIVER STATEMENT

The undersigned, in consideration for being permitted access to and the use of the City of Havre Parks Facility, hereby assumes all responsibility, risks and liability associated with such activity to its members and any third person or persons, and hereby agrees to hold harmless and indemnify the City of Havre and the Parks and Recreation Department and all officials and personnel of the City of Havre from any and all liability whatsoever for any injuries or damages that I, or any member of the group, or participant or third party may sustain in any way during or arising out of conduct associated with this event. I also assume all responsibility for clean up after the event. I agree to abide by all applicable state and local laws.

Signature

Date

Printed Name

City of Havre

Date

ALCOHOL PERMIT APPLICATION

All permit applications must be submitted to the City of Havre at least one (1) week prior to event.

Alcohol is allowed by the issuance of this permit in the following parks ONLY:

Pepin Park

Optimist Park

Deaconess Park

Sixth Avenue Ballpark

Mens' Slow Pitch Complex

Alcohol is strictly prohibited in all other City parks.

1-99 people: **\$50 Fee; Must provide proof of insurance AND Open Container Waiver**

100 or more: **\$50 Fee; Must provide proof of insurance AND event MUST be catered**

\$100.00 Clean-up and damage deposit required for all events

Additional Terms of this Agreement:

- Contact person must have permit on-site at all times during the event
- Contact person must display permit to local law enforcement when requested
- Only beer and wine are allowed at the event
- No glass containers allowed
- **Alcoholic beverages must be contained within designated area pre-approved by Chief of Police**
- **Security requirements as deemed necessary by Chief of Police**
- Park must be vacated by 10:00 p.m.
- **OPEN CONTAINER WAIVER MUST BE COMPLETED AND SIGNED BY CHIEF OF POLICE & CITY OF HAVRE.**

I, _____ have received my \$100 damage deposit refund.
(print full name)

Signature

Date