



City of Fife
Special Event Permit Application

Permit # _____

Permit Fee \$100 - Must apply 45 days prior to scheduled event

NAME OF EVENT _____

EVENT LOCATION _____

BUSINESS NAME _____ Non-profit 501(c)? (circle) YES NO

Address _____ Accredited Educational Institution? (circle) YES NO

APPLICANT _____ Phone # _____

Address _____ Email Address _____

EMERGENCY CONTACT _____ Phone # _____

DATE(S) AND HOUR(S) OF EVENT _____ EXPECTED ATTENDANCE _____

PROVIDE A COMPLETE DESCRIPTION OF THE EVENT (use additional paper if necessary) - Include proposed clean-up plan.

SITE PLAN REQUIRED - PLEASE PROVIDE A SITE PLAN SHOWING ALL OF THE FOLLOWING WHICH APPLY:

- 1. Location of all buildings, including temporary structures, related to event
2. Proposed use of any street(s), road(s), or road right(s) of way
3. Locations of ALL proposed signs * (Banners, A-boards, Balloons, etc)
4. Abutting streets and roadways
5. Ingress/egress for the property
6. Location of proposed parking
* All signs subject to separate Temporary Sign Permit.

EXTERNAL PERMITS - PLEASE CIRCLE ALL ITEMS THAT ARE PROPOSED TO BE OFFERED AT THIS EVENT:

FOOD ALCOHOL GAMBLING OTHER _____

Please elaborate in detail _____

TRAFFIC CONTROL

Will you be requesting any City staff for traffic control? YES _____ NO _____

Please explain all plans to mitigate potential traffic or circulation problems. _____

HOLD HARMLESS AGREEMENT

The undersigned, for and in consideration of the issuance of a permit for (business name) _____ on (date) _____, agree to defend, indemnify, and hold harmless the City of Fife, its elected and appointed officials and its employees and agents from any and all claims, injuries, damages, losses, demands and causes of action of any kind or character, including the cost of defending against claims and reasonable attorney fees, where such claims arise in whole or in part out of the activities for which a permit is issued: provided, that nothing shall require a licensee to indemnify, hold harmless or defend the City of Fife from claims arising out of the sole negligent acts or omission of the city, its elected or appointed officials, its employees or their agents.

Dated this _____ day of _____, 20_____

Applicant _____ Applicant _____

Notice: I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of event will be complied with whether specified herein or not. The granting of the permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating activities associated with this event.

Signature of Owner/Authorized Agent _____ Date _____