

2022 Special Event Form

Event Details Continued

- Yes No 10. Will there be pyrotechnics (fireworks) display?
Yes No 11. Does this event involve any hanging banners or signage?
Yes No 12. Will there be any food or beverages **served** at the event?
Yes No 13. Will there be any food or beverages **sold** at the event?
Yes No 14. Will food planned for this event be served/sold by a caterer, food truck/trailer?
If **yes**, explain:
Yes No 15. Does this event involve the sale or availability of alcoholic beverages to the public?
Yes No 16. Will any other goods or services be sold at the event?
If **yes**, explain:
Yes No 17. Does the proposed event anticipate charging an admission or participation fee?
If **yes**, how much?
Yes No 18. Does this event involve fundraising?
Yes No 19. Does this event involve entertainment?
If **yes**, please describe:
Yes No 20. Does this event involve amplified sound?
If **yes**, list hours of operation:
Yes No 21. Does this event involve amusement attractions (carnivals, inflatables, dunk tanks, etc.)?
If **yes**, please describe:
Yes No 22. Does this event involve animals?
If **yes**, please describe:
Yes No 23. Will there be a need for portable toilet facilities?
Yes No 24. Will this event be on or adjacent to lake shore?
Yes No 25. Does this event involve motorized aircraft such as model planes or drones?

Is there anything else we should know about your event? Please include any additional information which may be necessary to help us determine whether a permit should be issued:

Cancellation Policy

Refunds for permits will be issued only if canceled 30 days prior to event date. No refunds will be issued due to inclement weather. Permits may be rescheduled to another available date.

I have read and understand the cancellation policy.

Yes No

Rules and Regulations

I have read and understand the responsibilities of the Permit Holder and agree to abide by all rules and regulations of the use of the facilities

Yes No

City Ordinance

I have reviewed and understand all of City of Maple Grove ordinances as it relates to my proposed event.

Yes No



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Permit Holder's Responsibility (Check all)

The Permit Holder assumes responsibility for all activities conducted, including, but not limited to:

All fees, forms (ST-3, site maps, etc.), and insurance are due at the time of permit

Ensuring that all City of Maple Grove ordinances are followed as well as rules/regulations as described in the special event guide.

That the information provided within the application is accurate

That the event does not allow vendors to the event that do not have proper licensing

Supervision and control to prevent injury or damage

Maintenance of the premises during the scheduled use and clearing of debris and disposing in appropriate trash receptacles provided

Security to maintain order during and after the event

Release of Liability and Waiver Agreement

The City of Maple Grove, its employees, agents and volunteers, shall not be liable for any claim, demand, injury, damage, action, or causes of action whatsoever to myself, or my guests, due to the passive or active negligence of the City of Maple Grove, or its agents, employees, or volunteers, arising out of or, connected with: (i) participation in the program; (ii) the use or operation of equipment in this program; or (iii) the actions of any other participant in the program. I expressly release and discharge the City of Maple Grove, its agents, employees, or volunteers, from all such claims, demands, injuries, damages, actions or causes of action whatsoever. I understand that my agreement to the foregoing terms is required before my use of the facility is allowed.

I have read this agreement carefully, and know and understand its contents, and agree to its terms.

Yes

Initial

Printed Name

Date

Signature

Date

Email completed application to Special Event Coordinator, Tanya Huntley at thuntley@maplegrovern.gov

Disclaimer: This form is to gather preliminary information only and submitting this information does not give approval for the event. A certificate of liability insurance, detailed site plan and additional permits may be required. The City of Maple Grove may require certain public safety standards be met by the event organizer. You may also be required to meet with the Special Event Committee. The Special Event Coordinator will advise you of additional requirements regarding this event.

If you have questions, please email thuntley@maplegrovern.gov or call 763-494-6512.

