 Watershed Services Division

19901 Cedar Falls Road S.E.

North Bend, WA 98045

(206) 233-1510

FAX: (206) 233-1527

# Special Use Event Application

For non-exclusive public events occurring on Public Access Lands adjacent to the Municipal Cedar River Watershed owned and managed by Seattle Public Utilities, including Rattlesnake Lake Recreation Area, Landsburg Park

and Taylor Mountain Limited Use Area.

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| **Name of** **Event:** |        |
|  |  |
| **Applicant Name & Organization:** |       |
|  |  |
| **Location:** |       |
| **Date:** |       |

|  |  |
| --- | --- |
| **Season and Day(s) of week:**  | **Hours:** |
| [ ]  May 1 – Sept. 30 | [ ]  6 a.m. - 12 Noon |
| [ ]  Oct. 1 - April 30 | [ ]  12 Noon - 8 p.m. |
| [ ]  Saturday /Sunday | [ ]  Other       |
| [ ]  Weekday |  |
| **Number of Participants and Support Staff:** |
| [ ]  30 – 50 |  Number of vehicles expected       |
| [ ]  50 – 100 [ ]  Other       | Number of spectators expected       |

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| **Narrative and Proposed Location of Event (refer to the attached map):** |  **(Check all that apply)** |
|       | [ ]  **Lake Shore: Area A**[ ]  **Lake Shore: Area B**[ ]  **Public Parking Lot**[ ]  **Trails:**      [ ]  **Other:**       |
| **Facilities/Support Requested of City:** |  |
|       | [ ]  **Portable Toilets**[ ] **On-Site SPU Coordinator**[ ] **Garbage/Recycle Containers**[ ] **Other**  |

**Fees:** There is no fee for the application.  Once approved, a $150 permit fee is due 30 days prior to the event.  If the City determines the need, an on-call SPU Watershed coordinator will be required to be on site during the event at a minimum rate of $75 per hour for a minimum of five hours. Permitee agrees to reimburse the City for any excess garbage or clean-up costs incurred as a result of this event at a rate of $75 per hour.

## Sanitation provided: [ ] No [ ]  Yes (greater than 100 participants) Permitee is required to supply one additional Sanican for each 100 participants.

## Insurance required: A Certificate of Insurance naming the City as Additional Insured in the minimum amount $1,000,000 per occurrence is required. This certificate must be submitted and be acceptable to the City 30 days prior to the event.   Agree: [ ]

## Parking plan and event signage: [ ]  Yes [ ]  No   Wherever the event crosses or intersects with public roads, trained volunteers or event staff, wearing safety vests, are required to direct participants, pedestrians and traffic. Event-oriented road signs will be located conspicuously to inform vehicular traffic of the event. No public roads or trails may be closed for more than 5 minutes.

## Clean-up:  Permittee agrees to leave the area in a neat and orderly condition by removing all paper and other debris and restoring any damage to the permit area resulting from the permitted use by       am/pm. Agree: [ ]

## Other permits: It is the responsibility of the Permittee to obtain other permits required by King County Parks and or Washington State Parks.  Please check permits obtained.

[ ]  King County Parks
[ ]  Washington State Parks

**Responsibility for limiting the use:** Permittee is responsible for limiting the use of the area to those approved in the Permit.

**Responsibility for actions of any participants or others:** Permittee agrees that the actions of any participants, agents, invitees, or uninvited persons, are considered to be the same as if performed or caused by the Permittee. The Permittee is responsible for policing the behavior of any participants, agents or invitees.

## Ability to terminate use: If, in the sole opinion of Seattle Public Utilities staff, continued use of the area is not in the best interests of the City, Permittee, participants, or the public, permission to use the area will be terminated and the permit may be immediately revoked.

## Permit on-site: A copy of the Special Use Event application and Permit must be available on-site and in the possession of the Permitee at all times the permit area is being utilized by the Permittee.

## Non-transferable:  This permit is not transferable.

## Hold harmless stipulation:

1.      Permittee covenants and agrees to indemnify, defend, and hold harmless the City of Seattle, its officers, agents and employees from and against any and all claims, actions, damages, liability, cost and expense, including reasonable attorney’s fees in connection with or occasioned, in whole or in parts by any act or omission of Permittee, its officers, agents, employees, customers, or licensees, or arising from or out of Permittee’s failure to comply with any provision of this Permit, regardless of whether it is alleged or proved that the acts or omissions of the City, its officers, agents or employees caused or contributed thereto.

2.     This waiver is mutually negotiated by the parties.  These indemnity provisions shall not apply in the event any acts or omissions of the City of Seattle were the sole cause of any such damage or injury.  To the extent any of the damages referenced herein were caused by or resulted from the concurrent negligence of the City, its agents or employees and the Permittee, its officers, agents, and employees, this obligation to indemnify, defend and hold harmless is valid and enforceable only to the extent of the negligence of the Permittee, its officers, agents, and employees.

**Authorized Representative of Sponsoring Organization:**

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| --- | --- |
| Name/Title:  |       |
| Address: |       |
| City/State/ZIP: |       |
| Daytime Phone: |       |  FAX: |       | E-mail: |       |
| Onsite Event Contact Names & Phone Numbers: |       |
| Proof of Authority to Sign: |       | **Date:** |       |
| Fees Collected: |       | **Date** |       |
| Proof of Insurance Provided: |       |
| I agree to the terms and conditons contained in this application. |
| Signature: |  | Date: |       |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| [ ]  **Event Approved** [ ]  **Event Denied Permit #**

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| Reviewed by Public and Cultural Programs Manager or designee:  |
| Signature: |  | Date: |  |
| Reviewed by Protection Manager or designee:  |
| Signature: |  | Date: |  |

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**Lake Shore Area-** B

**Lake Shore Area-** A

**Parking 100 spaces max**