

## Town of Marble Millsite Park Use Permit

### Description of Event, Date and Time:

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### Fee Schedule

	Private/Public	Commercial
<b>Tier 1 (1-34 ppl)</b>	No Permit Needed	\$50 Deposit \$50 Fee
<b>Tier 2 (35-60 ppl)</b>	\$50 Deposit No Fee	\$100 Deposit \$100 Fee
<b>Tier 3 (61-100 ppl)</b>	\$100 Deposit \$50 Fee	\$200 Deposit \$200 Fee
<b>Tier 4 (101-250 ppl)</b>	\$250 Deposit \$100 Fee	\$500 Deposit \$250 Fee

*Deposits are in addition to fees and may be forfeited and additional charges may be made, for failure to clean up, misstatement of facts made in this agreement with the Town of Marble, or for other impacts adverse to the town, resources, or residents.*

### Definitions:

A **Private Special Event** is a gathering not open to the general public and advertising is limited to specific attendants (i.e. wedding, memorial, etc.)

A **Public Special Event** is a gathering that is open to the public, but no fee is charged to attendees or vendors.

A **Commercial Special Event** is a gathering where a fee is charged for admission and/or participation including vendor participation.

### Event Details:

Number of Attendees Expected: \_\_\_\_\_

Check one: \_\_\_\_\_ Private/Public \_\_\_\_\_ Commercial

Check one: \_\_\_ Tier 1 (1-34 ) \_\_\_ Tier 2 (35-60) \_\_\_ Tier 3 ( 61-100)\_\_\_ Tier 4 (101-250)

**Proposed Event Site:** \_\_\_\_\_

Event holder name and contact info: \_\_\_\_\_

Town of Marble resident? \_\_\_\_\_

Will alcohol be sold/provided at this event?

\_\_ Provide for Free  
 \_\_ Sold (including for donations) (A special event Liquor Permit is required.)

**Event Insurance:** \_\_\_\_\_

Insurance is required for any event that requires a permit. You may be able to obtain insurance through participation in CIRSA's Special Events Coverage Plan. A summary of the plan and questionnaire are attached to this Park Permit Application form as attachment A. Please note that CIRSA's plan excludes many activities from coverage. You must obtain insurance that covers all activities that will occur on Town property as part of your event. Whether you use CIRSA's plan or any other plan, you are responsible for the cost of the premium, the Town must be named as an additional insured, coverage limits must be greater than or equal to those stated on the CIRSA plan summary, and your insurance coverage will be primary to any other insurance carried by the Town, and such any other insurance carried by the Town shall be excess and not contributing. The Town reserves the right to withhold or revoke any permit if a Certificate of Insurance demonstrating compliance with these requirements is not received by the Town at least 7 days prior to the event. See Attachment A at the end of this permit.

**First Aid Plan:**  
 \_\_\_\_\_  
 \_\_\_\_\_

**Parking Plan:**  
 \_\_\_\_\_  
 \_\_\_\_\_

Number Vehicles expected \_\_\_\_\_  
*Parking attendant and parking plan required for more than 25 vehicles.*  
***No driving allowed in the park except for the stage load out area.***

**Toilets / Porta Potties Required:**

Number of Attendees	No alcohol	Alcohol Present
0-99	0	0
100-199	2	3
200-250	3	4

Number of Units \_\_\_\_\_ Delivery Time/Date: \_\_\_\_\_  
 Location(s): \_\_\_\_\_

**Tents/Awnings:** (Please no commercial stakes longer than a foot in length)

Number: \_\_\_\_\_ Dimensions: \_\_\_\_\_

**Trash and Recycling Plan:**

\_\_\_\_\_  
\_\_\_\_\_

**Music:**

Nature of Music: \_\_\_\_\_  
Hours: \_\_\_\_\_ Amplified : \_\_\_ Yes \_\_\_ No

**Lighting (if applicable):**

\_\_\_\_\_ Strobe Lights: \_\_\_ Yes \_\_\_ No

**Town of Marble Rules**

Indicate agreement by initialing next to each statement

- \_\_\_\_\_ 1. No vehicles are allowed to drive in the park unless with special permission from the town of Marble Trustees (except to the stage area for loading).
- \_\_\_\_\_ 2. Camping is not allowed on public property within the town of Marble; including car/truck camping on the streets of Marble
- \_\_\_\_\_ 3. No fires are permitted in the park without special permission.
- \_\_\_\_\_ 4. Dogs at special events must be kept on leash at all times. Pick up after your dog.
- \_\_\_\_\_ 5. Noise curfew of 10 p.m. enforced.
- \_\_\_\_\_ 6. Pathways must be kept open.
- \_\_\_\_\_ 7. All clean up after the event must be completed within 24 hours.

**Use the map provided to show:** Parking, Porta Potties, Tents / Awnings, Trash Receptacles, Stage (if applicable)

If you would like to request a fee waiver for use of the park please contact the town administrator.

*The Town of Marble shall not be held liable for accidents, negligence, damages resulting from events, public or private.*

**Primary Event Organizer**

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Reviewed by Marble Parks Committee**

**Ron Leach, Marble Town Administrator**

Signature \_\_\_\_\_ Date \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

APPLICATION APPROVED: \_\_\_\_\_ DENIED: \_\_\_\_\_ INCOMPLETE: \_\_\_\_\_

DESCRIPTION OF REMEDY: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PLEASE UNDERSTAND THAT OUR PARKS AND PUBLIC SPACES ARE MAINTAINED BY A TOWN OF**

***LESS THAN 100 RESIDENTS, AND EVEN A WELL-RUN AND QUIET EVENT HAS AN IMPACT. WE WANT TO CONTINUE TO WELCOME VISITORS AND LOCAL ORGANIZERS!***