

# CITY OF HAYSVILLE, KANSAS

## APPLICATION FOR SPECIAL EVENT PERMIT

I hereby apply to the City of Haysville, Kansas, for a Special Event Permit, WHICH DOES NOT INCLUDE APPLICATION FOR THE TEMPORARY SALE OF ALCOHOLIC OR CEREAL MALT BEVERAGE, under the provisions of the Haysville Code.

Every named permittee shall have an approved permit in immediate possession at all times during the approved special event, and shall display such permit to Haysville staff upon demand. PERMIT NUMBER \_\_\_\_\_

Name of Event: \_\_\_\_\_ Date(s) of Event: \_\_\_\_\_ Time of Event \_\_\_\_\_

The premises upon which the applicant is seeking a special event permit are described as follows: (note: The applicant shall define the premises of the temporary event by 1) clearly defining the place of business as either a permanent or temporary structure, 2) the exact location of such structure, and/or 3) the exact boundaries of the area for which the applicant desires such special event permit, including any outdoor areas upon which temporary event is requested to be permitted, such as a designated park, legal description of a lot, roadways associated with a parade or race, etc.):

\_\_\_\_\_

\_\_\_\_\_

### Applicant Information

Name of Applicant:

Date of birth:

Age:

SSN:

Current address:

City:

State:

ZIP Code:

Mailing address:

City:

State:

ZIP Code:

Home Phone:

Mobile Phone:

Driver's License: (State)

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### Business Information

Name of Business:

Business address:

City:

State:

ZIP Code:

Business Phone:

Premises Owner Phone:

Name of Premises Owner:

Years of ownership:

Address of Premises Owner:

City:

State:

ZIP Code:

### Criminal History

Within the past five years, have you ever been convicted of:

1) Felony? Yes \_\_\_\_\_ No \_\_\_\_\_

2) A crime of Moral Turpitude? Yes \_\_\_\_\_ No \_\_\_\_\_

(moral turpitude includes any act associated with prostitution, pandering, crimes opposed to decency, gambling)

If the answer to any part of this section is "Yes" explain (use a separate sheet if necessary):

**Certification**

***I certify the foregoing information is true and I am aware that any falsification on this form and any attachments hereto is cause for revocation of the permit issued as a result thereof.***

Signature of applicant: _____	Date: _____
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**Agreements**

Permittee shall furnish a **Certificate of Insurance** evidencing coverage for any damage caused by Permittee, or Permittee’s agents, servants, employees, guests, invitees, volunteers and/or individuals participating in the event(s) described herein. Such Certificate of Insurance shall name "City of Haysville, Kansas, and its officers, employees and agents" as additional insureds and shall be in the amount of \$500,000.00 combined single limit per occurrence for bodily injury, personal injury, and property damage. Said Certificate shall be submitted to the attention of Haysville City Clerk, 200 W. Grand, Haysville, Kansas, 67060. Said Certificate shall also contain a clause granting a minimum of ten (10) calendar days prior notice to City before any material change or cancellation of insurance is effective. Failure of Permittee to provide City an approved Certificate of Insurance prior to use of above described recreational area, public area, or public roadway, shall cancel and make void this permit. Upon review of the event scope, the Mayor or Chief Administrative Officer may waive or alter the insurance requirement.

Permittee agrees to **indemnify and hold harmless City**, its agents, servants, employees or invitees, from and against any and all claims of every kind or character for injuries and/or damages to persons and/or property arising out of or in connection with the use and occupancy of any streets, easements, or public areas within the City, and not caused by City negligence. City shall give to Permittee notice of any claim made or litigation instituted which directly or indirectly contingently or otherwise in any way affects or might affect Permittee. Permittee shall have the right to compromise and participate in the defense of the same to the extent of their own interests.

**Tort Claims Applicability, Reimbursement for Damage:** I understand that the City of Haysville does not assume liability for any loss or damage associated with the aforescribed recreational activity permitted to be operated within Haysville parks or on public property/roadways pursuant to this permit, and understand that this permit is approved subject to applicability of the provisions of K.S.A. 75-6104 . Permittee shall reimburse City for any cost associated with damage to the recreational facility, public area, or public roadways that exceed normal or routine maintenance requirements.

**I, hereby agree to comply with all of the ordinances of the City of Haysville and the laws of the State of Kansas, and all the rules and regulations prescribed by the City relating to the operation of the identified “ temporary event”, and I agree to notify the City immediately if any information provided on this application shall change at any time prior to or during the term of the permit, and do hereby further consent to the immediate revocation of my permit, by the proper officials, for any violation of such laws, rules and regulations. I authorize the verification of the information provided on this form AND agree to permit an investigation of my business history, criminal background, and any other screening by or on behalf of the City of Haysville, Kansas, for the limited purpose of determining the truthfulness of this application, as provided by the law of the State of Kansas, and the City of Haysville, Kansas.**

_____ Signature of Applicant	_____ Date	_____ Signature of Authorized Haysville Official	_____ Date
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<b>OFFICE USE ONLY</b>			
Date Received: _____	By: _____	Fee: _____	Receipt #: _____
Permit approved: _____	Permit disapproved: _____	By: _____	Date: _____
Police Department Approval of Request: _____		Public Works Department Approval of request: _____	
Recreation Department Approval of Request: _____			
Reason (if disapproved by any above named reviewer): _____			