

Charter Township of Oakland
\Parks and Recreation Commission (PRC), 4393 Collins Road, Rochester, MI 48306
Application for Temporary Permit

Date Application Received _____ Permit No. _____

Name of Applicant: _____

Contact Person: _____

Address: _____

Telephone (including area code): _____

Name of Event or Project: _____

Facility Requested: _____

Describe Intended Use: _____

State desired term or duration of permit:

Date/Time to Start: _____ Date/Time to End: _____

How many expected participants? _____

SPECIAL ACTIVITIES MAY REQUIRE BOTH A WRITTEN PERMIT AND APPROVAL BY THE PARKS AND RECREATION DIRECTOR OR THE PARKS AND RECREATION COMMISSION AT A REGULARLY SCHEDULED PRC MEETING.

PLEASE CHECK ALL THAT APPLY

Tents or canopies (if contracted list provider): _____

Additional Tables/Chairs (if contracted list provider): _____

On-site Publicity:

Signs, circulars or banners. _____

Entertainment Provision:

Mobile Recreation (Inflatables), Climbing wall, etc. (if contracted list provider & equipment requested)

Sale or Display (No hawking, begging, peddling or gambling).

Sound amplifying equipment. (Musician, DJ, etc.) _____

Vehicle Use Provision

Will motor vehicle access be needed beyond parking lot? Describe usage and complete next two lines.

Make/Model of vehicle: _____ License Plate No: _____

Insurance Company: _____ Name of Driver: _____

Camping Provision:

Camping

Fire Provision:

Ground Fire (Campfire) not in a fireplace, receptacle, or fire pit also requires Burn Permit from Charter Township of Oakland. Burn Permit No. _____

Other Activities not listed: _____

Terms:

1. This permit is issued for the dates, times, and facility listed above and for the purposes authorized and for no others. THIS PERMIT CAN BE TERMINATED BY REPRESENTATIVES OF THE PARKS AND RECREATION COMMISSION AT ANY TIME WITHOUT NOTICE AND WITHOUT CAUSE. The permit holder agrees that in the event his/her permit is terminated; he/she and all other participants/attendees shall leave the Park property immediately and will have no claim against the Commission or any of its representatives.
2. The permit holder agrees and understands that this permit is not and shall not create a lease, easement or other rights not specifically identified in this document. No changes are allowed unless in writing. THE PERMIT HOLDER CANNOT ASSIGN THIS PERMIT TO ANYONE ELSE.
3. The Commission shall not be liable to the permit holder or anyone authorized above for any loss, injury or damage to persons or property while they are on or around park property. All motor vehicles used must be insured. The permit holder agrees to hold the Commission, Governments and representatives harmless and shall indemnify and defend them from all losses, injury, damage or claims by anyone for any reason caused by or growing out of the use of this permit or activities authorized by this permit.
4. The permit holder must conform with all federal, state, and local laws, ordinances, rules and regulations. The permit holder may be required to obtain other governmental permits or authorization of neighboring property owners and if so must do so at his own expense.
5. Notices, if any are needed, shall be sufficient if mailed by ordinary mail to the permit holder at the address listed on the front of this form.
6. Permit holder or user(s) must show identification if requested to do so by a law enforcement officer, community representative or commission representative.
7. Commercial Liability Insurance may be required for certain equipment

General Rules & Responsibilities

1. Renter must be at least 21 years of age. Renter must be present the entire duration of the event. If the event includes youth under the age of 18, there must be a ratio of 1 adult to every 10 youth. A Driver's License is required for each rental permit application.
2. For the duration of the rental period, Renter must assume responsibility to have adequate safety measures in place to protect the safety of those in attendance, such as, access to a phone for 911 services and first aid materials.
3. Events can only be scheduled between 8 am and dusk. Township parks are only open during daylight hours.
4. Vehicles can only be used in authorized areas, such as the driveway or parking lot.
5. Application/Permit must be retained at all times by user group and displayed on the picnic shelter while the event is occurring. The Permit is only valid for the date shown.
6. The group is responsible for leaving the shelter area clean and orderly.
7. No alcoholic beverages are allowed in any Oakland Township Park.
8. Pets must be kept on a maximum 6-foot leash & clean-up is the responsibility of the owner
9. All fires in grills must be extinguished and all coal and ashes must be removed from the grills and deposited in designated receptacles. No open fires are permitted.

THE UNDERSIGNED AGREES TO THE TERMS AS LISTED ON ALL PAGES THE APPLICATION FOR TEMPORARY USE PERMIT.

Signature of Applicant/Contact: _____

Print or Type Name: _____ Date: _____

Signature of Parks & Recreation Director _____ Date: _____

Signature of OTPRC Chairperson _____ Date: _____

Ordinance 38A-1 Pavilion Policy Trash bags Receipt Cash Check Permit Copy Reserved Sign

Cancellation by the Parks & Recreation Director or their designer may be made due to weather conditions, which make the event/activity impossible, or to any Act of God beyond the control of the applicant/permit hold