ANACONDA-DEER LODGE COUNTY
SPECIAL EVENT PERMIT APPLICATION

Reference: ADLC Ordinance #120, Ordinance #63-A, Resolution #10-32, MCA 7-1-4124

Special Event: An event that makes use of Anaconda-Deer Lodge County public owned property including streets, parks and/or other facilities. **All events using public property must submit an application for their special event at least 30 days before the first day of the event to guarantee time for processing and approval.**

Sponsor: _____

Event Coordinator: _____

Address: _____

Phone: _____ Email: _____

Purpose of event: _____

Event Location: _____

Event date: _____ Event time: _____

Alcohol being served: Yes _____ No _____

***** Please attach a letter detailing all pertinent information of the event including a map of the area you wish to use**

*** If the closure of any street is required, a map for traffic control must accompany the application for Law Enforcement, Fire, and Road department approval, and my include proper detour signage to the Anaconda Community Hospital.

Basic Emergency fire lanes must be provided in coordination with the ADLC Fire Chief per International Fire Codes.

CHARLOTTE YEOMAN COMPLEX: (weekdays only)

Must coordinate with the ADLC Recreation Director for previously scheduled league events

Number of fields: _____ Hours of usage: _____

Please read and initial that you understand that you are responsible for the following:

Garbage / recycling receptacles and regular trash removal	
Health permits for food vendors and locations	
Law Enforcement (if required)	
Proof of responsible beverage service and sales training for individuals involved with the sale of alcohol	
Secure permits for business license if required by the county ordinances	
Proof of liability insurance in amounts required by ADLC prior to event	
Controls in place to prevent pets and animals, leashed and unleashed, inside the designated special event area, excluding animals participating in the event and all service animals as defined by the Americans with Disabilities Act (ADA) Standards.	
To allow and recognize free speech on the site, including the right of free speech.	
Provide port-a-potties.	
If tents and coverings are being used, there is NO stakes allowed. WEIGHTS ONLY!!	
Payment of Fee (if applicable) prior to event and payable to ADLC	

Violators of any ADLC Ordinance and/or Resolutions regarding Special Events and use of ADLC public parks will be cause to immediately terminate the event, and the possibility of up to $500 fine and up to six month jail per Ordinance 63-A.

Please sign and date this application:

_____ _____

Applicant / Event Coordinator Date

Please submit application at least 30 days prior to the first day of the event to guarantee time for processing and Commission Approval. Thank you.

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): Date

PRODUCER
Name and Addess of Company Issuing Certificate

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED
Your Company/Event Name &
Address Here

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: Name of Insurance Company	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A		**GENERAL LIABILITY** [X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [ ] PRO-JECT [ ] LOC	Policy Number	Eff. Date	Exp. Date	EACH OCCURRENCE	$ 1,000,000
						DAMAGE TO RENTED PREMISES (Ea occurence)	$ 500,000
						MED EXP (Any one person)	$ 10,000
						PERSONAL & ADV INJURY	$ 1,000,000
						GENERAL AGGREGATE	$ 2,000,000
						PRODUCTS - COMP/OP AGG	$ 2,000,000
		AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] ALL OWNED AUTOS [ ] SCHEDULED AUTOS [ ] HIRED AUTOS [ ] NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident)	$
						BODILY INJURY (Per person)	$
						BODILY INJURY (Per accident)	$
						PROPERTY DAMAGE (Per accident)	$
		GARAGE LIABILITY [ ] ANY AUTO				AUTO ONLY - EA ACCIDENT	$
						OTHER THAN AUTO ONLY: EA ACC	$
						AGG	$
		EXCESS/UMBRELLA LIABILITY [ ] OCCUR [ ] CLAIMS MADE [ ] DEDUCTIBLE [ ] RETENTION $				EACH OCCURRENCE	$
						AGGREGATE	$
							$
							$
							$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				[ ] WC STATU-TORY LIMITS [ ] OTH-ER	
						E.L. EACH ACCIDENT	$
						E.L. DISEASE - EA EMPLOYEE	$
						E.L. DISEASE - POLICY LIMIT	$
		OTHER				Each Occurrence	$
						Aggregate	$
							$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

CERTIFICATE HOLDER

Anaconda-Deer Lodge County
800 Main Street
Anaconda, MT 59711

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE