



City of Williamston

161 E. Grand River Avenue

Williamston, MI 48895

APPLICATION AND PERMIT FOR USE OF CITY BUILDING, STREET, PARKING LOT OR SIDEWALK

ORGANIZATION NAME: _____

ORGANIZATION ADDRESS: _____

RESPONSIBLE PARTY NAME: _____

RESPONSIBLE PARTY PHONE: _____

RESPONSIBLE PARTY SIGNATURE: _____

The applicant requests a permit to use the following City of Williamston property (for streets and sidewalks indicate cross streets or addresses which border the section requested for use):

- | | |
|-----------------------------|-------------------------------------|
| _____ Council Chambers | _____ Parking Lot East of City Hall |
| _____ City Hall Parking Lot | _____ Middle St Parking Lot |
| _____ Northwest Parking Lot | _____ Other _____ |

The applicant requests a permit to use the indicated City property between the hours of _____ a.m./p.m. and _____ a.m./p.m. on the following dates or days (indicate specific dates, i.e. March 15, or specific days, i.e. the third Tuesday of every month.)

A maximum of six months from the date the application is received is allowed: _____

Purpose of Reservation: _____

Received: _____ Entered in Schedule: _____ By: _____

APPROVALS

City Clerk: _____ Approved _____ Denied _____

Police Chief: _____ Approved _____ Denied _____

DPW: _____ Approved _____ Denied _____

If requested:

City Manager: _____ Approved _____ Denied _____

City Council: _____ Approved _____ Denied _____

1. *SPECIFICATIONS* – All activities conducted under this permit must be done in accordance with the plans and statements filed with the application.
2. *FEES AND COSTS* – The permit holder shall be responsible for all fees incurred by the City of Williamston in connection with this permit and shall deposit estimated fees and costs as determined by the City Clerk at the time the permit is issued.
3. *BOND* – The permit holder may be required to provide a cash deposit, letter of credit or bond in a form and amount acceptable to the City of Williamston at the time the permit is issued.
4. *INSURANCE* – For use of any parking lot or street, the permit holder shall furnish proof of liability and property damage insurance in the amount stated, naming the City of Williamston as an insured. Such insurance shall cover a period not less than the term of this permit and shall provide that it cannot be cancelled without ten (10) days advance written notice by certified mail with the return receipt required to the City.
5. *INDEMNIFICATION* – The permit holder shall hold harmless, and indemnify and keep indemnified the City of Williamston, its officers and employees from all claims, suits and judgments to which the City, its officers or employees may be subject to and for all costs and actual attorney fees which may be incurred on account of injury to persons or damage to property, including property of the City, whether due to the negligence of permit holder or the joint negligence of the permit holder and the City, arising out of the work under this permit, or in connection with work not authorized by this permit, or resulting from failure to comply with the terms of this permit, or arising out of the continued existence of the work product which is the subject of this permit.
6. *NOTIFICATION OF START AND COMPLETION OF WORK* – All activities shall be carried on only during the period set forth in the permit applying to said activities.
7. *TIME RESTRICTIONS* – All activities shall be carried on only during the period set forth in the permit applying to said activities.
8. *SAFETY* – The permit holder agrees to conduct all activities allowed under the permit in a safe manner and to keep the area affected by the permit in a safe condition at all times.
9. *RESTORATION AND REPAIR* – The permit holder agrees to restore the property used to the condition prior to the permit holder's use.
10. *LIMITATION OF PERMIT* – The permit does not relieve the permit holder from meeting other applicable laws and regulations of other agencies. The permit holder is responsible for obtaining additional permits or releases which may be required in connection with the activity from other governmental agencies, public utilities, corporations and individuals, including property owners. Permission may be required from the adjoining property owners.
11. *VIOLATION OF PERMIT* – The permit shall become immediately null and void if the permit holder violates the terms of the permit, and the City may require immediate removal of the permit holder's facilities, or the City may remove them without notice at the permit holder's expense.
12. *ASSIGNABILITY* – The permit may not be assigned without the prior approval of the City. If approval is granted, the assignor shall remain liable and the assignee shall be bound by all the terms of the permit.
13. *PUBLIC SAFETY AND CLEAN UP EXPENSES* – The permit holder agrees to pay the City all costs and expenses not ordinarily expected to be incurred, for any clean-up, public safety (including extra Police services) or Department of Public Works expenses incurred by the City occasioned by the issuance of the permit or conduct of the activity for which the permit was applied.