

Special Event Permit

City of Longview | Phone: 360.442.5200 | Fax: 360.442.5953 | www.mylongview.com
Application must be made a minimum of **60 days** prior to event, 30 if a prior annual event

Washington

Contact Information

Event Name: **White Black BEARS**

Contact Person: **Jim Appleby**

Is contact person authorized by the organization to apply for this permit?
☒ YES ☐ NO

Address City, State, Zip

1600 Maple St Longview WA 98632

Phone

577-5698

Address City, State, Zip (if different from above)

Phone

Email

jappleby@whiteblackbears.com

Are there other individuals authorized to act on behalf of the organization/sponsor?
☒ YES ☐ NO If yes, please provide their name and contact information

Tony Burnett 602-321-0500

Grady Twit 360-355-5608

Event Information

Event Name: **Coit Chapter Concert**

Start Time

9:00

AM ☒ PM

End Time

11:59

AM ☒ PM

Setup Time

8:00

Date(s) of event

July 14, 2017

AM ☒ PM

Take-down time

12:00

AM ☒ PM

Estimated # of participants for the event

1,500

Estimated # of volunteers for event

25

Is this an annual event? ☒ YES ☐ NO Applicant may be required to collect approval signatures from neighboring or affected residents and/or business owners.

Have you previously requested a permit for such activity? ☒ YES ☐ NO

If yes, approximate date? **2014, 2015**

Are participants required to pay a fee? ☒ YES ☐ NO

Are participants to make a donation? ☐ YES ☒ NO

Will this event:

Impede traffic? ☐ YES ☒ NO

Follow traffic, pedestrian and bike laws? ☒ YES ☐ NO

Utilize sidewalks only? ☒ YES ☐ NO

Describe event (Please include a detailed map showing location of event and copies of any permits, brochures, posters, flyers or mailings you desire to use to advertise the event. Additionally, please identify in the map where volunteers will be placed to assist with the event. Include additional parking if needed to fully explain for this event.)

Black Bears Baseball at 6:35 pm. Post game concert from 20 minutes @ game conclusion until 11:30 pm. Stage and lights are pre set up

7-13. Crowd will exit before midnight on Friday July 14, 2017

Type of Use

Type of use requested:

☐ Parade

☐ Street Closure

☐ Street Sale

☐ Athletic Run/Walk

☐ Block Party

☒ Other

Private venue - story field

Where is use requested?

☐ Park area*where?

☐ Park building*which one?

☒ Private property/where? **Lower Columbia College** Other

Note: If planning to use a park area or building, please contact the Parks and Recreation Department at 360.442.5400 for any additional forms required for use of a park area or building.

Please check all that apply to this event:

☐ Requesting closure/impediment of a street or public right-of-way (Please attach a map and mark location.)

☒ Requesting to erect structure(s)/tent(s). Number and location

1 stage on field

☒ Planning to serve food/drink. If yes, including alcohol beverages? ☒ YES ☐ NO

☐ This event involves political or religious activity intended primarily for the communication or expression of ideas.

☒ Participants will be required to pay a fee.

☐ Participants will be asked to make a donation.

Permit holders are responsible for cleanup of debris in connection with their activities.

City Assistance Requested

Patrol at event - we have security,
but LAPD presence really helps us.

Insurance Information

The City does not maintain insurance that will respond to claims against the applicant arising out of the use of facilities by the applicant, its members, or those attending the event. Depending on the type of event you are planning, and the activity and risk level of your group, you may be required to obtain bodily injury and property damages liability insurance in accordance with City policy, name the City as an additional insured on the policy, and be responsible for obtaining said insurance. After reviewing this application, the City will determine whether you must obtain liability insurance.

Agreement

Depending on the type of event planned, you may be required to defend, indemnify and hold harmless the City, its agents, employees and officials, while acting within the scope of their duties, from all causes of action, demands and claims, including the cost of their defense, arising in favor of the organization, the organization's employees or third parties on account of personal injuries, bodily injuries, death, or damage to property arising out of the acts or omissions of the organization, its employees or representatives, concessionaires of the event or any other person or entity, except for liability caused due to the sole negligence of the City. After reviewing this application, the City will determine whether you must indemnify the City and its agents.

By my signature I state that I am authorized to obligate the above-titled Organization/Sponsor, including financially, for any statements or requests made herein.

Applicant name (please print)

Jim Herlihy

Applicant Signature

Date

04-29-17

General Manager - ConLife Black Bears

Add additional information on separate sheets as needed.

City Use Only

Other permits required in conjunction with this permit:

☐ Electrical ☐ Fire, Life & Safety ☐ Parks ☐ Other

Fees/Payments/Refunds

	Fee	Initial	Date
Deposit(s)			
Permit(s)			
Facility Use/Rental(s)			
License(s)			
Admission Tax(es)			
Additional Costs			
TOTAL PAID			
TOTAL REFUND / DUE			

Proof of insurance required?

☐ YES

☐ NO

Bond required?

☐ YES

☐ NO

Site Map

