

STREET CLOSURE

- Will a street(s) be closed? Yes _____ No _____
If yes, include the following information. Incomplete applications will not be processed.
- Attach a map of the event area showing street closures (no hand drawn maps).
- Location: If this is a Community Festival identify the main street to be closed (for Parades and Athletic Events skip this step and fill in route section).
- Cross Streets / Border
 - What are the cross streets (“bookends”) of the main street to be closed?
- Route
 - If this is a Parade (to include a march), or Athletic Event please list the route (streets). “See Map” is NOT an acceptable response.
- Barricade Vendor
 - If streets are being closed what vendor is supplying the barricades? ***Barricade type and placement plan must be approved during the application processing. Public Works will NOT supply barricades for events other than Residential Block Parties.

EVENT SPECIFICS

- Will firearms (including starter pistols) be used? Yes _____ No _____
- Will any tents larger than 10’ x 10’ be used? Yes _____ No _____
- Will any person or vendor be using propane? Yes _____ No _____
(quantities larger than 100 aggregate pounds on the ground)
- Will generators or additional power supplies be used? Yes _____ No _____
(hand held generators are exempt)
- Will any form of sound amplification be used? Yes _____ No _____
(speakers, megaphones, DJ, etc.)
- Will there be any carnival rides? Yes _____ No _____
- Will any stages, bleachers, projection screens, or other temporary structures be used?
(scaffolding, towers, etc.) Yes _____ No _____
- Will live animals be involved in any way? Yes _____ No _____
- Will any fireworks or pyrotechnics be displayed? Yes _____ No _____
- Will there be any form of charitable gambling? Yes _____ No _____
- Will alcohol be sold or given away? Yes _____ No _____
- Will food be sold or given away? Yes _____ No _____
- Will “No Parking” signs be needed?
(fees apply) Yes _____ No _____
- Will there be portable restrooms and handwashing stations? Yes _____ No _____
- Do you have a waste/recycling plan? Yes _____ No _____

VENDOR/ENTERTAINER INFORMATION

Vendor Business Name: _____

Vendor Contact Name: _____

Contact: _____
Address Telephone Number

Vendor Business Name(s): _____

Vendor Contact Name: _____

Contact: _____
Address Telephone Number

SECURITY CONTRACTOR INFORMATION

Contractor Business Name: _____

Name of Contractor: _____

Contact: _____
Address Telephone Number

Security Personnel Names, Addresses, Telephone Numbers, and Email Addresses

- _____
- _____
- _____
- _____

AGREEMENT

Hold Harmless – By granting a reservation permit, the City of Marine on St Croix assumes no responsibility in any way for the acts or omissions of event organizers, attendees, or third parties and the City’s issuance of a permit is in no way an endorsement or assumption of liability for any permitted event.

The applicant agrees to defend, indemnify, and hold harmless the City of Marine on St Croix, its appointed and elected officials, and employees from and against all loss of expense, including but not limited to judgments, settlements, attorney’s fees, and costs by reason of any and all claims and demands upon the City of Marine on St Croix, its elected or appointed officials, or employees directly or indirectly arising out of the permit issued hereunder for the event scheduled.

Applicant also assumes all legal responsibility for their own negligence or omissions in regards to other participants in this event.

Applicant’s Signature

Date

Mayor’s Signature

Date

Submit your completed application and payment to the Clerk’s Office:

- Drop off in person at 121 Judd St.
If the office is closed you can leave it in the drop box on the front of the hall.
- Mail to:
City of Marine on St. Croix
PO Box 250
Marine on St. Croix, MN 55047