



APPLICATION FOR THE USE OF FACILITIES OF THE VILLAGE OF WILSON, INC.

All sections must be completed

NAME OF EVENT: _____

Name of Organization _____ Federal Tax ID # _____

What type of charity / non-profit organization _____ Are you a 501 (c) 3 _____

Address _____ Contact Person _____

Phone _____ --Email _____

Facility Requested _____

Date of Event _____ Time of Event _____

Type of Event _____

CONTACT NAME AND NUMBER DAY OF EVENT

Complete the following

Expected attendance (estimated) _____ Signage plans*** _____

Electricity needed _____ Water needed _____

Barricades needed: location and time requested _____

Amount of excessive noise (describe) _____

Will alcohol be consumed** _____ Do you require an open container permit _____

**If alcohol will be consumed at the event, please follow all NYS Liquor Authority requirements

***No portable signs are to be placed within the Village

Discuss the arrangement to be made by your Organization for the following:

Prevention, clean-up, removal of litter* _____

Sanitary facilities _____

Police surveillance, protection _____

The Organization shall provide a public liability insurance policy in the amount of \$1,000,000 which said policy shall name the Village as an insured party. The organization hereby agrees to hold harmless and indemnify the Village from any and all claims, suits, causes of action, or liability of any kind or nature arising out of or by reason of the execution of this agreement or the activities to take place upon the facility. A COPY OF THIS INSURANCE POLICY MUST BE ON FILE WITH THE VILLAGE OFFICE

Contract For The Use of Facilities Village of Wilson

This Agreement made the ____ day of _____, 20____, by and between the Village of Wilson, Inc., hereinafter designated as "Village" and _____, hereinafter designated as the "Licensee".

Whereas, the Village maintains real property situate in the Village of Wilson, commonly described as follows: and

Whereas, the Licensee desires to utilize this facility for the purposes set forth in the application annexed hereto, which the Licensee hereby acknowledges is suitable and acceptable for the use requested.

It is therefore agreed by and between the parties herein as follows:

1. During the term of this agreement the Licensee shall be allowed the use of the facility for the purpose set forth in the application.
2. The Licensee shall be permitted to erect such structures as may be necessary to effect the use requested, provided however, that prior to the installation of such structures, the placement, type, and purpose shall be first approved by the Village and the same shall be erected in accordance with Village specifications and regulations and such other applicable laws and regulations and shall be further subject to inspection of the Village.
3. The Village retains the right to enter upon the facility during the term of this agreement to insure compliance with all Village, State and Federal laws, regulations and specifications and shall have the right to terminate any activity in violation of such laws, regulations or specifications.
4. **The Licensee shall provide a Certificate of Insurance that shows a liability policy in the amount of \$1,000,000, in which the policy names the Village of Wilson as an Additional Named Insured. The Licensee's insurance should also be Primary and Non Contributory.** Also, the Licensee hereby agrees to Hold Harmless and Indemnify the Village from any and all claims, suits, causes of action or liability of any kind or nature arising out of or by reason of the execution of this agreement or activities to take place upon the facility.
5. This agreement shall be in force for the dates of _____ to _____.
6. For in consideration of the license granted hereunder, the Licensee shall pay to the Village the sum of \$ _____ upon execution of this agreement as a refundable security deposit.
7. The Licensee agrees to accept the facility in its present condition and further agrees to surrender same in the same or better condition.
8. The Licensee agrees to provide, without charge to the Village, sufficient competent personnel to supervise and operate the event and further agrees to provide sufficient security forces for crowd control, traffic control, disturbances, adequate lavatory facilities and adequate first aid facilities and personnel.
9. If applicable the Licensee further agrees to comply with the additional terms and conditions annexed hereto.
10. The Licensee agrees to provide copies of all agreements entered into between the Licensee and other parties involving the use of the facility and the Licensee shall cause to be incorporated in such agreement a further covenant and that said parties shall be bound by and shall comply with the terms of the agreement.
11. The Licensee agrees that while occupying the facility pursuant to this agreement that no camping on the facility is permitted and the Licensee shall undertake to prevent a violation or attempted violation of this provision.
12. This agreement shall be binding upon the parties hereto, their successors and assigns.
13. When the facility being used is a Village part, the Licensee may pay for the following utilities:
 - a. Minimum fee for use of utilities - \$50.00 for all utilities
 - b. Electric usage based on metered power and \$50.00 fee for water use.

VILLAGE OF WILSON, INC.

Mayor

Date _____

Licensee

Date _____