

Permit No:

CITY OF FRANKLIN PARKS DEPARTMENT PARKS PERMIT APPLICATION

***Application for 199 participants or less**

Note: Filing this application does not guarantee that your request will be granted.

Facility requested: Aspen Grove Park Fieldstone Farms
 Jim Warren Park Pinkerton Park Winstead Hill

Please supply the following information. If additional space is needed, use a separate sheet of paper and attach to the application.

1) a) Name of organization or person requesting permit:

b) Address:

c) Phone number:

d) E-mail:

2) Please attach a list containing the names, addresses, and phone numbers of the Chairperson of the organization and all other persons involved in the management or control of your organization and/or committee.

3) The purpose/name of the event:

4) Date or dates of beginning and ending hours:

5) An estimated number of persons who will participate and an estimated number of persons who will attend the street closure/parade:

6) Is your organization a tax-exempt organization as described by the Internal Revenue Code Section 501(c)(3) or a not-for-profit organization? Circle Yes or No

- 7) Will any sound amplification equipment be used during the event? Circle yes or no.
- 8) Will any charity, gratuity, or offers be solicited or accepted during the event? Circle yes or no.
- 9) Will sales of food, beverages, or merchandise occur? Circle yes or no. If yes, clean up is required. Please provide name of clean-up provider, phone number, and date and time clean up is to occur. If clean up is not done properly the organization requesting the permit may be fined.

- 10) Any other information which may be useful to the Parks Director regarding the event (use additional sheets if necessary):

- 11) I/We agree to abide by all ordinances of the City of Franklin and all conditions placed upon the event by the City Administrator and the Board of Mayor and Aldermen.
- 12) I/We do swear and affirm that all of the information given in this application is true.
- 13) I/We do hereby agree to assume the defense of and indemnify and save harmless the city, its aldermen, boards, commissions, officers, employees and agents, from all suits, actions, damages or claims to which the city may be subjected of any kind or nature whatsoever resulting from, caused by, arising out of or as a consequence of such temporary street closure/parade and the activities permitted in connection there with, and to submit a certificate of insurance prior to the event in an amount acceptable to the City Administrator.

A refundable damage deposit of \$250.00, in the form of a check only, is due at the time this agreement is signed by the Parks Director.

The City reserves the right to require one or more City of Franklin police officers be present at any and all events that occur within the city limits. Please budget for this request at a rate of \$25.00 per hour at a minimum of three (3) hours.

A copy of the City of Franklin Parks Department Parks/Pavilions/Field Reservation and Use Policy is attached and made part of this Permit Application.

BY: _____ Date: _____
(Signature and title – must be officer of organization)

Date: _____
Lisa R. Clayton, Director, Franklin City Parks Dept.

* Send application to: *
* Franklin Parks Dept. *
* P.O. Box 305 *
* Franklin, TN 37065 *
* 615-794-2103 *
* 615-791-3250 (FAX) *
