



# City of Tampa Facility Use Application

Submission and acceptance of this application is not to be construed as an approval of your request for a permit. If any information provided in this application is false or if the application does not comply with timeframes, deadlines and requirements the permit may be denied.

## Applicant Information

1. Name of person(s): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Phone number(s): \_\_\_\_\_ Cell number: \_\_\_\_\_ Email: \_\_\_\_\_

2. Name of business or organization that is financially responsible for the event:

\_\_\_\_\_

Profit     Non-profit (attach copy of tax exempt certificate)

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Phone number(s): \_\_\_\_\_ Other: \_\_\_\_\_ Email: \_\_\_\_\_

Fed ID #: \_\_\_\_\_ Tax ID #: \_\_\_\_\_

Is the organization producing the proposed event? Yes No

## Event Details

3. Date of proposed event: \_\_\_\_\_ 4. Request location of event? \_\_\_\_\_

5. Name of proposed special event: \_\_\_\_\_

6. Type of event (Please select):

	Wedding ceremony	Walk	Festival
	Corporate	Reunion	Other: _____ (Please specify)

7. Set up date and time: \_\_\_\_\_ 8. Hours of proposed event: \_\_\_\_\_

9. Expected attendance: \_\_\_\_\_ 10. Number of vendors: \_\_\_\_\_

11. Is this a first time event? Yes No

12. Has this event been held locally before? Yes No  
If yes, number of years held and where

13. Will you need electricity at the event? Yes No

(Please note that electric may not be guaranteed at your requested site.)

<b>14. Will there be amplified sound at this event?</b>	<b>Yes</b>	<b>No</b>
If yes, please provide types of sound amplification devices and loud speakers		

**Upon completion of the event, the facility/area must be clean, orderly, and free of any obstruction or litter and returned to its original set-up condition prior to use. All trash and debris generated must be bagged and placed in trashcans. Failure to do so may result in forfeiture of the damage/cleaning deposit.**

<b>15. Do you agree to provide clean up and removal of waste?</b>	<b>Yes</b>	<b>No</b>
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<b>16. Will this event be free to the public?</b>	<b>Yes</b>	<b>No</b>
If no, please provide the entrance fees		

**17. How will this event be promoted?**

**18. Name of major sponsors?**

**19. Additional information you wish the city to consider?**

**Applicants may be required to provide a commercial general liability insurance policy with a limit of \$1,000,000 per occurrence and a \$2,000,000 general aggregate, naming the City of Tampa as additional insured.**

<b>20. Do you agree to comply with the City of Tampa requirement for insurance and indemnification?</b>	<b>Yes</b>	<b>No</b>
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**Hold Harmless**

- By agreeing to these terms, applicants indemnify, defend and hold harmless the City of Tampa, its employees, officers and agents from any and all liability, demands, claims, damages, expenses (including attorneys' fees) proceedings and cause of action of every kind and nature arising out of or connected with the applicant's (i) use, act, omission, injury, accident, occupation or control of the Department managed land or recreational facility (and any improvements thereon including any furniture, furnishings, equipment, or fixtures utilized in connection therewith) subject to the approved permit; and (ii) any breach of the approved permit.
- The applicant further agrees that it will , at its own cost and expense, defend any and all actions, suits, or proceedings which may be brought against the City of Tampa, its employees, officers and agents in connections with said Department managed land and facilities (and any improvements thereon including any furniture, furnishings, equipment, or fixtures utilized in connection therewith) arising from applicant's activities, omissions, accidents, injuries, and damages on said property and will satisfy, pay, and discharge any and all judgments that may be entered against the City of Tampa, its employees, officers and agents in any such proceeding.

**By signing this application, you are stating that you understand the information in this application to be true to the best of your knowledge, and that you agree to comply with City of Tampa Code of Ordinances. Should the City grant approval and a permit be issues, you agree to comply with any other requirements provided by law.**

**Applicant Signature**

**Date**