

Village of Morton

Special Event/Property Usage Application

Applicant Information

Organization/Business Name _____

Individual Name _____

Address _____

Phone Number (required) _____ Email (required) _____

Name of Individual On-site During Event (required) _____

On-site Phone (required) _____ On-site Email (required) _____

Tax Exempt Yes No If Tax Exempt – IRS Tax ID # _____

Event Information

Event Name _____ Public Event Yes No

Event Description _____

Location Requested to be Used _____

Event Date(s) _____ TO _____ Anticipated Number of Attendees: _____

Setup Date _____ Setup Time _____

Teardown Date _____ Teardown Time _____

Amplified Sound Yes No *(No amplified sound or music nor any live entertainment shall be permitted after 10:00 pm and shall be subject to all noise limitations of the Village)*

Event Vendor Types

Non-Alcoholic Beverage or Food Sales

Merchandise Sales

Raffle/Silent Auction

3rd Party Vendors

Collecting Money/
Donations

Charging Admissions Onsite

Event Structures to be Used

Event is responsible for providing these amenities

Staking in the Ground

Car Display/Show

Drone Usage

Fencing

Animals

Stage

Carnival Rides

Bounce house

Tent

Dumpster

Portable Restrooms

Other (specify) _____

Village Equipment Rental Requests

Additional fees may apply

Barricades

Wayfinding/Directional Signs

No Parking Signs

Auxiliary Police

Other (specify) _____

INDEMNIFICATION: The permit holder agrees at all times during the existence of this permit to indemnify the Village of Morton, Illinois, for, and hold it harmless from all liability, claims and demands on account of personal injuries, property damage and loss of any kind whatsoever, including workers' compensation claims, which arise out of or are in any manner connected to this permit, based on any injury damage or loss being caused by any wrongful, intentional or negligent acts or omissions of the permit holder, its agents or employees. Permit holder shall, at its own expense, investigate all claims and demands, attend to their settlement or disposition, defend all actions based thereon and pay all charges of attorneys and other costs and expenses arising from any such injury, damage or loss, claim demand or action.

INSURANCE: According to 8-17-5 of the Morton Municipal Code, the user of Village property agrees to provide the Village of Morton with a copy of a Certificate of Insurance for general liability coverage in an amount of one million dollars (\$1,000,000) per occurrence and two million dollars (\$2,000,000) in aggregate naming the Village of Morton, its Board members, officers, agents and employees and assigns as additional insured. This requirement may be waived with approval from the Village.

SIGNATURE: The permit holder named above will be responsible for the conduct of the group and for the condition of the reserved area. This permit is subject to all municipal codes in addition to all rules and regulations governing municipal-owned property. The applicant agrees that, while using the permitted Village property, the sponsoring organization/individual(s) will not exclude anyone from participation in, deny anyone the benefits of, or otherwise subject anyone to discrimination because of race, color national origin or handicap.

I do solemnly swear (or affirm) that all answers given and statements made on this application are full and true to the best of my knowledge and beliefs. I have read the terms and conditions outlined in the document and agree to abide by them. I AGREE THAT THE ENTRY OF MY FULL NAME BELOW CONSTITUTES AN ELECTRONIC SIGNATURE.

Signature/e-Signature (required) _____

Date Signed (required) _____

OFFICIAL USE ONLY

Administration Dept. Approval Signature: _____

Police Dept. Approval Signature: _____

Zoning & Code Enforcement Approval Signature: _____

Fire & Emergency Services Approval Signature: _____