

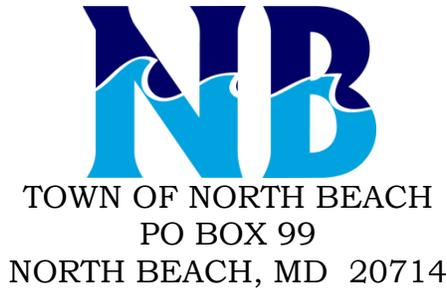
Office Use Only:

Total: \$ \_\_\_\_\_

25% Deposit to hold date: \$ \_\_\_\_\_

Amount Owed: \$ \_\_\_\_\_  
 Due 30 days prior to event date.

Paid: \_\_\_\_\_  
 \_\_\_\_\_ Check  
 \_\_\_\_\_ Credit Card



2016 PUBLIC SPACE PERMIT APPLICATION

Date Submitted: \_\_\_\_\_ Date Facility is Needed: \_\_\_\_\_  
 Time Facility is Needed (start to finish): \_\_\_\_\_

The undersigned hereby applies for a license to use a public facility of the Town of North Beach, Maryland.

Name of person/organization applying: \_\_\_\_\_

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

Telephone Number: \_\_\_\_\_

Description of Event: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Facility to be used: (Complete reverse side): \_\_\_\_\_

.....

**It is understood that all costs, including electricity and clean up shall be our responsibility.** The Town Staff shall compute costs on reverse side of this form.

REPRESENTATIVE: (Printed) \_\_\_\_\_

REPRESENTATIVE: (Signature) \_\_\_\_\_

Contact Number for Day of Event: \_\_\_\_\_

Email address: \_\_\_\_\_

.....

Fees Paid \$ \_\_\_\_\_

Permit No: \_\_\_\_\_

\_\_\_\_\_  
 Stacy Wilkerson, Town Clerk

\_\_\_\_\_  
 Richard Ball, Waterfront Manager

TOWN OF NORTH BEACH

Facility to be used:

\_\_\_\_\_ T- Section of Pier \_\_\_\_\_ Sunrise Gardens  
 \_\_\_\_\_ Pavilion \_\_\_\_\_ Wetlands Overlook Park  
 \_\_\_\_\_ Callis Park

**FEES SCHEDULE  
 FOR USE OF PUBLIC FACILITIES  
 Maximum 4 hours per location**

_____ Usage (\$175.00 per hour for each location)			\$ _____
_____ Electric Requirement (\$50.00 for connection)			\$ _____
_____ Tent			
_____ 10x20	\$350.00		\$ _____
_____ 20x20	\$450.00		\$ _____
_____ 20x40	\$650.00		\$ _____
_____ Chairs (\$1.00 each) 250 available			\$ _____
_____ Tables (\$10.00 each)			\$ _____
60' inch rounds (20)			
6' banquet (7)			
8' banquet (4)			
_____ Pop Ups (\$25.00 each) 4 available			\$ _____
TOTAL			\$ _____

**Town of North Beach Agreement**

- 1) Free movement on other parts of the pier, boardwalk, beach and park will not be impeded.
- 2) **RESERVATIONS:** Reservations will be processed when a signed contract and the appropriate reservation deposit are received and countersigned by The Town of North Beach representative. For events, the reservation deposit is 25% of the total. Verbal reservations will be held for 10 days to allow a client to submit a credit card or check. Due to the volume of requests, dates will not be held for more than 10 days. The balance of the event fee is due thirty (30) days prior to the scheduled event.

- 3) **CANCELLATION** : There shall be NO refund of deposit 48 hours from the signing of agreement and 25% deposit is received. If the event is cancelled within 90 DAYS of the event date, the client shall pay the balance of the contract due to the high probability that The Town of North Beach will not be able to further book that date. Once a balance is paid, it is **NONREFUNDABLE**. Cancellation must be in writing even if a phone call was made to inform The Town of North Beach of the cancellation.
  
- 4) **INCLEMENT WEATHER POLICY**: In order to protect the safety and well-being of all concerned, The Town of North Beach reserves the right to cancel the event in the face of a major act of God, such as, but not limited to hurricanes, floods, blizzards and severe rain storms with a full refund of all deposits to the client. If the client has elected the Large Wedding Package on the pier for 150 people, the rental of the tent will not be refunded. It is recommended that each wedding party have a sufficient indoor wedding plan in case of inclement weather.
  
- 5) **TRANSPORT SERVICE**: The undersign agrees to hold harmless the Town of North Beach for any items damages during transport, i.e: wedding cakes, decorations, catering food and items, all beverages. Any item that is the property of the party and hired contractors by the wedding partying that will be transported by the Town of North Beach. The undersign also agrees to hold harmless any personal injuries resulting from the transport of persons to and from the restroom facilities on Town approved golf carts.
  
- 6) The undersign agrees to assume the risk of loss to any property, whether from breakage, damage, loss, theft, and disappearance of any other cause, for the duration of the event, including set up and closing. Further, I agree to indemnify and hold The Town of North Beach harmless from any and all claims, actions, damages, liability and expense including attorney's fees in connection with loss of life, personal injury and /or damage that may be done or suffered by reason of my fault and their guest or negligence in the performance of or failure to perform my responsibilities.

\_\_\_\_\_  
Representative signature

\_\_\_\_\_  
Printed name