



1902 Jefferson Street, Hermann, MO 65041

\$500.00 DEPOSIT REQUIRED

Deposit will be refunded if the facility is left in a clean, orderly and undamaged condition comparable to the condition prior to rental: but if not, the deposit will be retained and applied to the cost of cleanup or repairs.

Date Paid _____

APPLICATION FOR SPECIAL USE OF PUBLIC FACILITIES FOR A FESTIVAL

1. Name and address of the sponsor: _____

2. Name, address, and residence and business telephone numbers of the chief managing official of the sponsor, if different:
Name _____
Residence Address _____
City, State, Zip _____
Residence Phone # _____
Business Address _____
City, State, Zip _____
Business Phone # _____

3. Date and duration of the intended festival: _____

4. Name of event / Nature of activities to be conducted during such festival: _____

- If driving tent stakes, fence post, or for digging of any kind - YOU MUST call 1-800-dig-rite (1-800-344-7483), to be in compliance with State Statute 319.010 and for your personal safety.**

5. Location of each such activity: _____

6. Description of each item or tract of public property or facilities desired to be designated in the license for special use and safety precautions to be taken for such event: _____

7. Description of any special services, equipment, personnel or police protection requested to be provided at each location during the festival: _____

8. Estimate number of people expected to visit each such location on each day of the festival: _____

9. Statement of the type and number to temporary restroom facilities to be provided by the sponsor at each such location, if required by this Ordinance: _____

10. Number of vendor spaces requested to be allotted at each location: _____

11. Date and time when normal use of such property or facilities may be resumed after completion of the festival: _____

Signature

Date

(City Office Use Only)

Date application received: _____ Date to Public Works Director: _____

Date BOA approved: _____ Date to Street Foreman: _____

For Street Closures Date to Chief of Police: _____

Fax to EMS & Fire Dept. 573-486-9034 (EMS) Date to Tourism Director _____

573-486-5618 (Fire) Date to EMS _____

Date to Fire Department _____

Date given to Park Board (Kathy): _____

Date to Park Foreman: _____

Date Park Board Approved: _____

City Clerk

Date

City of Hermann
1902 Jefferson Street
Hermann, MO 65041
573-486-5400

City of Hermann Word-Festival Application

Updated 08/25/2016

HOLD HARMLESS AND INDEMNIFICATION AGREEMENT

The _____ (individual/organization name) hereby agrees to indemnify and hold harmless the City of Hermann, and its officials, officers, agents and employees, from any liability for claims, losses, injuries, damages, actions, or causes of actions, including the cost of legal defense, except to the extent of the negligence of the City of Hermann, arising out of the use by _____ (individual/organization name), or its agents, employees, or licensees, during _____ (activity/event) on _____ (date) at _____ (location) or arising out of any act or omission by the _____ (individual/organization name), or its agents, employees, or licensees, during _____ (activity/event) on _____ (date).

By _____

Signature

Typed/Printed Name and Title

Date

- INSURANCE -

Submit this page to your insurance provider

If the request to use City Owned Property is approved

INSURANCE MUST BE PROVIDED

Our insurance carrier requires each user or renter of City Property to provide a Certificate of General Liability Insurance naming the City of Hermann as an insured party. The General Liability Insurance **MUST** have a combined single limit of not less than \$1,000,000 per occurrence. When a General Liability policy has an annual aggregate limit, the aggregate limit should not be less than 2 times the per occurrence limit, or \$2,000,000.

1. The Certificate **MUST** list the City of Hermann as an additional insured party.
2. The user/renter **MUST** also furnish an endorsement that names the City of Hermann as an additional insured party.

City of Hermann
1902 Jefferson Street
Hermann, MO 65041
Telephone: 573-486-5400
Fax: 573-486-5432
Email: hermanncityclerk@centurytel.net

CITY OF HERMANN

1902 Jefferson Street

Hermann MO 65041

573/486-5400

VENDOR SPACE PERMIT APPLICATION

***FOR
MAIFEST OR OCTOBERFEST***

\$10 FEE

(Separate application and fee per festival)

1. Name of Business: _____
Name of Applicant: _____
Address: _____
Email: _____
Business Phone Number: _____
 2. Type of activity to be conducted by the applicant during the festival event:

 3. I am participating in: _____ Maifest or _____ Octoberfest (*\$10 fee per festival*)
 4. Date(s) of activity or merchandise sales: _____

 5. Location for which the vendor space permit is to be issued:

- Signature _____
- Date _____