# City of East Grand Forks

600 DeMers Ave · P.O. Box 373 · East Grand Forks, MN 56721
218-773-2483 · 218-773-9728 fax www.eastgrandforks.net

License Fee: _____

## APPLICATION FOR SPECIAL EVENT

### Organization Information

*Organization Name* _____ *Organization Phone Number* _____

*Organization Address* _____ *City* _____ *State* _____ *Zip* _____

### Applicant Information

*Applicant Name* _____ *Applicant Phone Number* _____

*Applicant Address* _____ *City* _____ *State* _____ *Zip* _____

### Special Event Information

*Date of Event* _____ *Start Time* _____ *End Time* _____

*Explanation of Event* _____

*Route/Area of Event (include map)* _____

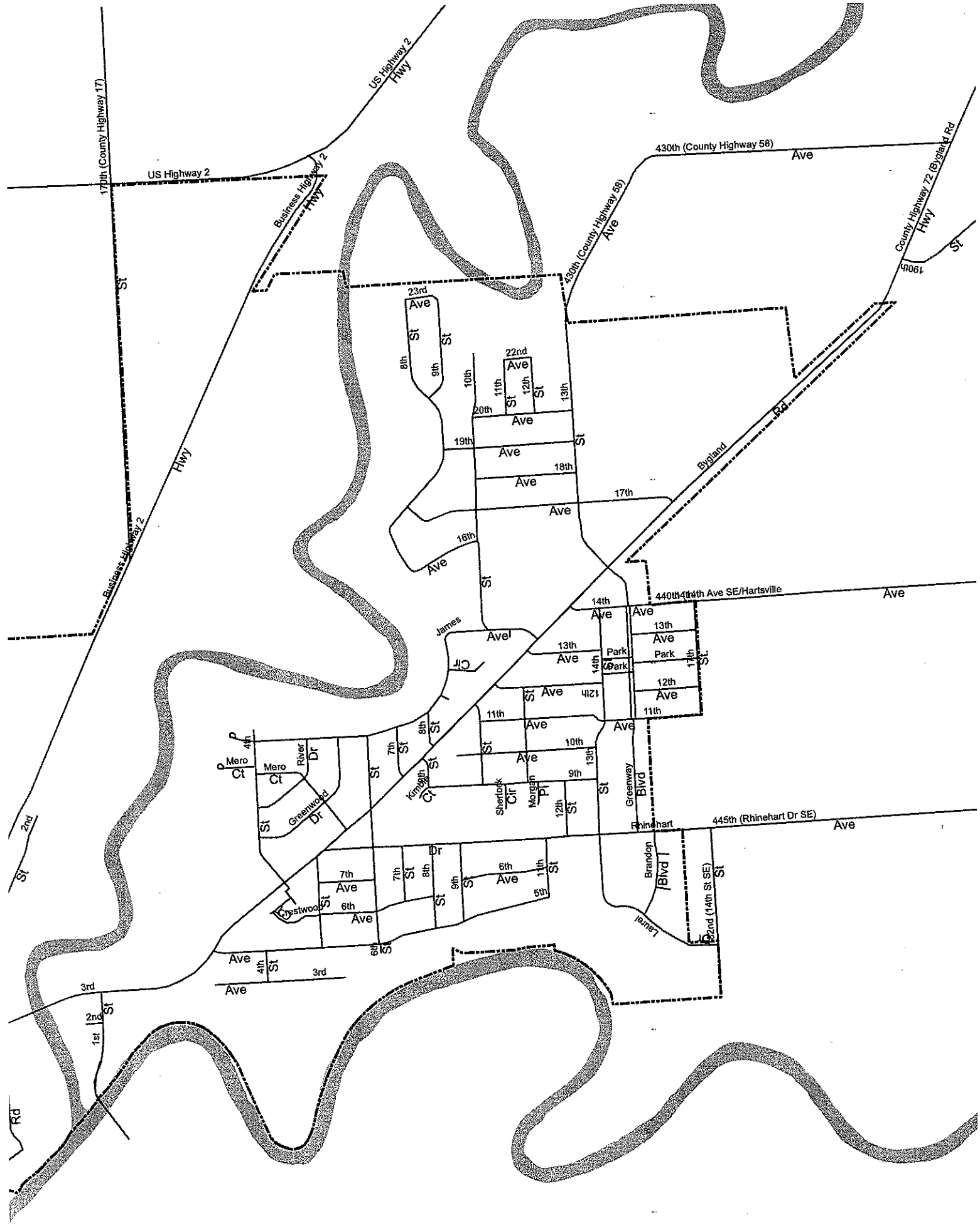
*Special Requests (Staff, Road Closures, Etc)* _____

I hereby certify that I have completely filled out the entire above application, together and that the application is true, correct, and accurate.

*Signature of Applicant* _____ *Date* _____

*Print Name* _____ *Title* _____

# City of East Grand Forks Map



170th (County Highway 17)
US Highway 2
Business Highway 2
Hwy
St
430th (County Highway 58)
Ave
430th (County Highway 58)
County Highway 72 (Bygland Rd
190th
Bygland
Rd
23rd
22nd
8th
9th
10th
11th
12th
13th
20th
19th
18th
17th
16th
14th
440th
14th Ave SE/Hartsville
James
Cir
Park
12th
11th
10th
9th
8th
7th
6th
5th
4th
3rd
2nd
1st
Mero
Ct
River
Dr
Greenwood
Kimball
Sherlock
Morgan
Pl
Greenway
Blvd
Rhinehart
445th (Rhinehart Dr SE)
Brandon
Laurel
Crestwood
2nd (14th St SE)

City of East Grand Forks
Application for Special Event

## Internal Use Only

The following items need to be completed and/or attached in order for the application to be processed:

*Application fee paid in full: ☐ yes ☐ no ☐ n/a
Payment Type: ☐ cash ☐ check #_____ Receipt #_____

*Application completed in full and signed: ☐ yes ☐ no

*Map of route is provided: ☐ yes ☐ no

*Copy of voluntary waiver of liability agreement for participants: ☐ yes ☐ no ☐ n/a

*Event Sponsor – Release & Indemnification Agreement: ☐ yes ☐ no

*Liability Insurance: ☐ yes ☐ no

*MnDot (if applicable): ☐ approved ☐ denied ☐ n/a

*Appropriate Staff: ☐ approved ☐ denied ☐ n/a

Notes: _____

Staff Signature: _____ Date: _____

*Council Approval ____/____/____ ☐ approved ☐ denied

Notes: _____

City Administrator Signature: _____ Date: _____

*License Number _____

# _____-EVENT SPONSOR-
# RELEASE AND INDEMNIFICATION AGREEMENT
# CITY OF EAST GRAND FORKS, MINNESOTA

**THIS IS A RELEASE OF LIABILITY INDEMNIFICATION AGREEMENT**
**SPECIAL EVENTS HOLDER MUST READ CAREFULLY BEFORE SIGNING.**

In consideration for being permitted to engage in the following special event activities on the City of East Grand Forks' property:

_____

_____

_____

Special Events Holder hereby acknowledges, represents, and agrees as follows:

A. We understand that the above described activities are or may be dangerous and do or may involve risks or injury, loss, or damage to us and/or third parties. We further acknowledge that such risks may include but not be limited to bodily injury, personal injury, sickness, disease, death, and property loss or damage, arising from the following circumstances, among others:

_____

_____

_____

**(Special Events Holder initials here) _____**

B. If required by this paragraph, we agree to require each participant in our special event to execute a **RELEASE AND INDEMIFICATION AGREEMENT** for ourselves and for the City of East Grand Forks, on a form approved by the City of East Grand Forks.

Participant Release and Indemnification required? YES _____ NO _____

**(Special Events Holder initials here) _____**

C. We agree to procure, keep in force, and pay for special event insurance coverage, from an insurer acceptable to the City of East Grand Forks, for the duration of the above described activities.

**(Special Events Holder initials here) _____**

D. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT,** we hereby expressly assume all such risks of injury, loss, or damage to us or any related thirty party, arising out of or in any way related to the above described activities, whether or not caused by the act, omission, negligence, or other fault of the City of East Grand Forks, it officers, its employees, or by any other cause.

**(Special Events Holder initials here) _____**

E. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT,** we further hereby exempt, release and discharge the City of East Grand Forks, its officers, and its employees, from any and all claims, demands, and actions for such injury, loss, or damage to us or to any third party, arising out of or in any way related to the above described activities, whether or not caused by the act, omission, negligence, or other fault of the City of East Grand Forks, its officers, its employees, or by any other cause.

**(Special Events Holder initials here) _____**

F. We further agree to defend, indemnify and hold harmless the City of East Grand Forks, its officers, employees, insurers, and self insurance pool, from and against all liability, claims, and demands, court costs and attorneys fees, including those arising from any third party claim asserted against the City of East Grand Forks, its officers, employees, insurers or self insurance pool, on account of injury, loss or damage, including without limitation claims arising from bodily injury, personal injury, sickness, disease, death, property damage or loss, or any other loss of any kind whatsoever, which arise out of or are in any way related to the above described activities, whether or not caused by our act, omission, negligence, or other fault of the City of East Grand Forks, its officers, it employees, or by any other cause.

**(Special Events Holder initials here) _____**

G. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT**, we hereby acknowledge and agree that said Agreement extends to all acts omissions, negligence, or other fault of the City of East Grand Forks, its officers, and/or its employees, and that said Agreement is intended to be as broad and inclusive as is permitted by the laws of the State of Minnesota. If any portion thereof is held invalid, it is further agreed that the balance shall, notwithstanding, continue in full legal force and effect.

**(Special Events Holder initials here) _____**

H. We understand and agree that this **RELEASE AND INDEMNIFICATION AGREEMENT** shall be governed by the laws of the State of Minnesota and that jurisdiction and venue for any suit or cause of action under this agreement shall lie in the courts.

**(Special Events Holder initials here) _____**

I. This **RELEASE AND INDEMNIFICATION AGREEMENT** shall be effective as of the date or dates of the applicable special event, shall continue in full force until our responsibilities hereunder are fully discharged, and shall be binding upon us, or successors, representatives, heirs, executors, assigns, and transferees.

**(Special Events Holder initials here) _____**

**IN WITNESS THEREOF, THIS RELEASE AND INDEMNIFICATION AGREEMENT** is executed by the special events holder, acting by and through the undersigned, who represents that he or she is properly authorized to bind the Special Events Holder hereto.

**PRINTED NAME AND TITLE OF PERSON SIGNING ON BEHALF OF SPECIAL EVENTS HOLDER:**

City of East Grand Forks
Application for Special Event

Name_____

Title_____

Signature_____

Date_____

**PRINTED NAME AND TITLE OF PERSON SIGNING ON BEHALF OF SPECIAL EVENTS HOLDER:**

Name_____

Title_____

Signature_____

Date_____