



CENTERVILLE CITY

Park Pavilion Reservation Addendum



You are only required to fill out this Park Pavilion Reservation Addendum if your event meets one or more of the following criteria:

- The applicant requires additional assistance from Centerville City for the event
- The pavilion is reserved for more than 5 hours and the group exceeds the pavilion capacity
- The applicant intends to use open space for inflatable or other such toys, tents, canopies, stages, sound equipment, etc.
- The applicant intends to sell anything during the event

Please fill out all applicable sections below, acknowledge any requirements by initialing and submit any additional required forms. Failure to complete this form or submit required documentation may significantly delay or necessitate the cancellation of your event. Submission of this addendum does not guarantee approval of your event and the Parks and Recreation Director reserves the right to make any necessary alterations, cancel and/or relocate the event.

Assistance from Centerville City

Describe any assistance required from Centerville City departments (Police, Parks & Recreation, etc.) Charges for City services may apply. Attach an additional page if more space is needed. Due to the nature of the event, those expected to attend the event, others who may be present and/or the location of the event, the City may determine it to be in the best interests of the health, safety and welfare of the public to require the presence of public safety personnel at an additional cost to the applicant.

I agree to provide a deposit and pay any additional fees established by the Parks & Recreation Director prior to the event.

Groups Exceeding the Pavilion Capacity For More Than 5 Hours

A deposit and additional fees may be assessed to cover additional costs such as porta-potties, garbage dumpsters, security, barricades, etc. for any use of parks by groups that exceed the pavilion capacity for the particular park for more than 5 hours.. If you anticipate having 500 or more people at your event and your event is longer than two hours, you will need to apply for a Temporary Mass Gathering Permit offered through the Environmental Health Services Division of Davis County.

I agree to provide a deposit and pay any additional fees established by the Parks & Recreation Director prior to the event.

I agree to provide to Centerville City a copy of the Temporary Mass Gathering Permit for this event prior to the event.

Sales and Food in the Park

No commercial use or sales are permitted within City parks unless conducted in connection with a City-sponsored event or otherwise approved by the Parks and Recreation Director in limited circumstances as part of a park reservation. Limited sales may be approved for sales to invitees of the event or park reservation.

Will you be preparing food for the public? Yes / No

I agree to comply with all rules and regulations established by the Davis County Environmental Health Services Division and provide proof of compliance with Centerville City.

I agree to secure all necessary permits, business licenses, insurance, sales tax I.D.'s, provide all supplies, materials and equipment and abide by all laws and regulations governing the same.

Use of Open Space

If you intend to use more than just the area under the reserved pavilion (defined here as open space), please attach a map showing the locations of porta-potties, drinking stations, inflatables, canopies, stages, sound equipment, etc. Note: Maps of the parks are available online or at City Hall.

I agree to provide a map to Centerville City of the layout of my event. I understand the Parks & Recreation Director will need to approve the final layout. I agree to place all items as indicated on the approved site map.

Inflatables and Other Such Toys

Inflatables and other such toys require the submission of a copy of a liability insurance policy. The policy needs to be at least \$1 million occurrence/\$2 million aggregate with Centerville City listed as an additional insured on the certificate. Any inflatables and such toys shall be supervised by a responsible adult at all times to ensure the safety of its participants.

I agree to provide to Centerville City a copy of the liability insurance policy as outlined above prior to the event.

I agree to provide supervision of any inflatables or other such toys by a responsible adult at all times.