



TOWN OF GNESEN

SPECIAL EVENT PERMIT APPLICATION

4011 W Pioneer Road, Duluth, MN 55803-218-721-3158-gnesen4011@qwestoffice.net

APPLICANT INFORMATION:

Applicant's name: _____ Organization or DBA Name: _____

Mailing Address: _____ City, State, Zip: _____

Phone Number: _____ Contact e-mail: _____

EVENT INFORMATION:

Name of event: _____

Event location: _____

Beginning/Ending date(s) of event: _____

Time(s) for each day of the event: _____ Type of event: _____

Estimated Number of Participants: _____ Estimated Number of Spectators: _____

Requirements (the applicant must attach documentation of the following items to this application)

1. Traffic control plan and adequate personnel to ensure the safety of the participants, spectators, and traffic.
2. Off-street parking plan showing adequate parking for estimated number of participants according to Gnesen Ordinance #10 Section 10.082 D. 3. requirements.

SIGNATURE:

By submitting this application, I certify under the penalty of perjury that statements made in this application are true and inclusive to the best of my knowledge. I acknowledge that the Town of Gnesen reserves the right to examine supporting documentation and information provided here. Incorrect or incomplete information is considered to be willfully fraudulent and is subject to legal recourse including fines and/or license suspension or revocation.

I have read and agree to the statements above. I agree

Applicant Signature: _____

Date: _____

Town Clerk Signature: _____

Date: _____

Return to: Town of Gnesen, 4011 W Pioneer Rd, Duluth, MN 55803 no later than 30 days before the event date in order to allow time for processing. Permits submitted within 30 days of the event date may not be approved.

Terms

1. The Permittee shall restore the area and roads used to original condition.
2. The Permittee shall have all designated parking areas clearly defined for participants to park in as well as clearly defining all no-parking zones and shall monitor said no-parking zones for compliance throughout the event and shall be responsible for removal of vehicles in violation of the no-parking zones in a timely manner.
3. Town of Gnesen may require the use of law enforcement officers and/or flaggers, which shall be at the cost and expense of the Permittee. All flaggers shall conform to the *Minnesota Flagging Handbook* which is included in the *Minnesota Temporary Traffic Control Zone Layouts Field Manual*. Flagging requirements include, but are not limited to, retro-reflective clothing, stop/slow paddles, and two-way radios.
4. Design of all traffic control layouts and deployment and maintenance of traffic control devices shall conform to the *Minnesota Manual on Uniform Traffic Control Devices* and shall be the responsibility of the Permittee.
5. The Permittee shall perform periodic inspections during the event and removal of traffic control devices as soon as safely possible after the event.
6. This permit does not release the Permittee from any liability or obligation imposed by Federal or Minnesota law, local ordinances, or other agency regulations relating thereto and any necessary permits relating thereto shall be applied for and obtained by the Permittee.
7. The Permittee shall indemnify and save harmless Town of Gnesen, its employees, and its agents from all claims, actions, demands, and judgments of any kind arising in whole or in part from any act or omission of the Applicant, and their agents, servants, or employees, incident to the performance of the contract and from all expenses in connection with such claims, actions, demands, and judgments, and shall assume, without expense to the Town, the defense of any such claims, actions, demands, and judgments, irrespective of whether it is alleged, claimed, or proved in connection with such act or omission that negligence of the Town or its representatives caused or contributed thereto.