

# City of Galesville

## Decoration Of City Park Space Permit Application

### **Applicant Information**

- **Full Name:** \_\_\_\_\_
- **Organization (if applicable):** \_\_\_\_\_
- **Address:** \_\_\_\_\_
- **Phone Number:** \_\_\_\_\_
- **Email:** \_\_\_\_\_

### **Decoration Event Details**

- **Park Name(s):** \_\_\_\_\_
  
- **Specific Area Within Park(s):** \_\_\_\_\_
- **Date(s) of Decoration:** \_\_\_\_\_
- **Time of Setup:** \_\_\_\_\_ **Time of Removal:** \_\_\_\_\_

### **Description of Decorations**

Provide a detailed description of decorations to be installed. (e.g., string lights, signs, inflatables, banners). Include a picture or drawing if necessary:

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**Will any items be staked into the ground?**  Yes  No

**Will electricity be required?**  Yes  No

If yes, please explain: \_\_\_\_\_

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### **Purpose of Decoration**

- Private Event (e.g., wedding, birthday)
- Public Event (e.g., festival, holiday celebration)
- Non-profit Promotion
- Other: \_\_\_\_\_

## **Terms & Conditions**

1. No permanent alterations may be made to park property.
2. Decorations must not obstruct pathways, signage, emergency access or be placed on any street sign pole.
3. Public works employees may move the decorations for mowing or other necessary work, but do their best to place the decoration in the same location
4. All decorations must be removed by the stated removal time.
5. Any damage to park property will be the responsibility of the permit holder.
6. The applicant is responsible for complying with all local and state regulations.
7. The use of fire, fireworks, or open flames is prohibited unless separately permitted.
8. Noise ordinances must be observed at all times.

## **Liability Waiver**

I, the undersigned, agree to abide by all terms listed above. I understand that failure to comply may result in fines, denial of future permits, or other enforcement actions. I release the City of Galesville and its representatives from liability for injuries or damages arising from this event.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## **Office Use Only**

- Application Received: \_\_\_\_\_
- \$50.00 refundable deposit received \_\_\_\_\_
- Reviewed by: \_\_\_\_\_
- Permit Approved:  Yes  No
- Permit #: \_\_\_\_\_
- Notes/Conditions: \_\_\_\_\_

**Public Works Signature:** \_\_\_\_\_

**Police Department Signature:** \_\_\_\_\_

**City Clerk Signature:** \_\_\_\_\_

**Date Issued:** \_\_\_\_\_