

CITY OF MATTAWA
P.O. BOX 965
MATTAWA, WASHINGTON 99349
509-932-4037
509-932-4047 FAX

EVENT PERMIT APPLICATION

NAME: _____ DATE: _____

MAILING ADDRESS: _____

PHONE NUMBER(S): _____

DATE & HOURS OF EVENT: _____

LOCATION OF EVENT: _____

HOW MANY PEOPLE EXPECTED: _____

1. A certificate of Liability Insurance in the amount of \$1,000,000 is required for most events with the Town of Mattawa named as additional insured.
2. The park was developed for Town of Mattawa residents to use for family outings, picnics and as a children's playground. It may also be used for events or social functions of Town of Mattawa individuals, children, families and their guests or non-profit organizations at little or no expense.
3. If the police department in reviewing this application requires extra police to be in attendance, then the applicant will reimburse the Town of Mattawa for the cost, including over-time, of the extra police personnel.
4. If the Town determines that the nature of the event requires that a public works person be in attendance, the Applicant will reimburse the Town of Mattawa for the cost, including overtime of such public works personnel.
5. The applicant shall pay for all additional garbage cans and all additional portable toilets that are needed for this event.
6. In the event that Town of Mattawa property is destroyed because of this event, then the applicant shall be billed and will pay for all costs of the repair(s).
7. The Mattawa Municipal Noise Ordinance and the applicable sections of State Law will be enforced at all times.
8. Parking attendants may be required for large groups.

Signature of Applicant

FOR OFFICE USE ONLY:

Certificate of Liability Insurance: _____
Approved/Disapproved: (Sign & Date): _____
Police Department Notified: (Initial & Date): _____
Garbage Fees: (ordered) _____
Other Fees: (ordered) _____