

INCORPORATED VILLAGE OF FREEPORT

APPLICATION FOR FILMING / PHOTOGRAPHY PERMIT

1. NAME OF ORGANIZATION: _____
2. ADDRESS: _____

3. PHONE: _____ FAX: _____
4. CONTACT PERSON: _____
5. DESCRIPTION OF PROPERTY OR PART TO BE UTILIZED: _____

6. DATES AND TIMES OF USE: _____

7. NATURE OF USE: _____

8. VILLAGE DEPARTMENT / AGENCY INPUT: (i.e. Police, Fire, Building, Public Relations)

9. NUMBER and TYPE OF PARTICIPANTS, EQUIPMENT, PROPERTY TO BE USED:
Personnel: _____

General Public: _____

Equipment Type: _____

Number: _____
10. INSURANCE REQUIREMENTS: Permittee is required to furnish, with the application herein, a policy of General Liability Insurance, in the name of the permittee and including the interest of the Village of Freeport for the ownership, maintenance and use of the designated premises. Such policy or certificate shall be written with a limit of not less than \$1,000,000 for bodily injury per occurrence

and with a limit of not less than \$100,000 for property damage, including property in care, custody and control of the maintenance in effect during the terms of this permit.

All evidence of required insurance must be acceptable to the Village Attorney. The premium for such insurance shall be paid by the permutee.

- 11. **INDEMNIFICATION:** Permittee agrees to indemnify and save harmless the Village of Freeport, its agents, officers, and employees, against any and all claims, demands, causes of action, costs and liabilities of every kind and nature arising out of or caused by permittee's use and occupation of the Village's property.
- 12. **MAINTENANCE:** Permittee will maintain, repair and clean up the Village's property during the following day after permittee's use of same, and restore such property to original condition, to the satisfaction of the Village.
- 13. **LAWS:** Permittee will be bound by the anti-discrimination laws and ordinances of the Incorporated Village of Freeport and the State of New York.
- 14. **FEE:** Permittee hereby agrees and consents to the advance payment of \$500.00 per day for use of Village property as provided for herein.
- 15. **SECURITY DEPOSIT:** _____ if required.

Dated: _____

Applicant / Permittee

BY:
Title: _____

State of New York)
County of Nassau) ss.:

On the ____ day of _____, 20 ____, before me personally came, _____, to me known to be the person described in and who executed the foregoing application, and who acknowledged to me that __HE executed same.

Notary Public

(NOTARY SEAL)

FOR VILLAGE USE ONLY

Insurance Certificate Received: _____ YES _____ NO Dated: _____

RECOMMENDED BY:

Chief of Police
Dated: _____

PERMIT ISSUED: YES _____ NO _____

DATES OF PERMIT: _____

FREEPORT POLICE DEPARTMENT
PARADE AND PUBLIC ASSEMBLY PERMIT APPLICATION

Applicant:

Name	Address	Apt	City	State	Zip
Telephone #	Business #	Permit Applicant Organization Affiliation			

Organization:

Organization Name	Address	City	State	Zip
Telephone #				

Organization Representatives (Other than applicant):

1)	Name	Contact Phone#	Position
2)	Name	Contact Phone#	Position
3)	Name	Contact Phone#	Position
4)	Name	Contact Phone#	Position

Parade/Public Assembly:

Date Requested: _____ Assembly Time: _____ AM PM

Starting Time: _____ AM PM Finish Time: _____ AM PM

Route/Public Assembly Location:

We want to assemble at _____
Location

The parade will start at _____ to _____
Location

Direction/Location	to	Direction/Location	to
Direction/Location	to	Direction/Location	to
Direction/Location	to	Direction/Location	to
Direction/Location	to	Direction/Location	to

Will the parade occupy all or only a portion of the width of the streets proposed to be traversed?

- a) All of the width will be occupied? _____
- b) Only a portion of the width will be occupied, consisting of _____ lanes.

If reviewing stand is to be used, where will it be located?

Participants:

What is the approximate number of:

- a) Persons _____ b) Animals _____ c) Vehicles _____ d) Utility trailer float _____, which will constitute such parade? (Tractor trailer floats are discouraged)

For b) and c) above, please indicate the type of animal or description of vehicles: _____

A minimum of (100) one hundred feet of space must be maintained between units.

Please describe any recording equipment, sound amplification equipment, banners, signs, or other attention getting devices to be used in connection with the Parade/Public Assembly: _____

For your Parade/Public Assembly, are any public facilities or equipment to be utilized: _____ Yes No
If yes, please describe and attach all related correspondence or permits that authorize their use.

What is the estimated number of spectators or Public Assembly visitors? _____

Insurance Requirement Notice: (if required)

You are informed that you must meet the following insurance requirements for this event:

Comprehensive General Liability Insurance (Broad Form), with the Inc. Village of Freeport named as additional insured for the entire policy period. Required Minimum Limits: \$1,000,000 Combined Single Limit per occurrence and \$2,000,000 aggregate. A copy of the policy endorsement showing that the Inc. Village of Freeport is named as additional insured for this event is to be attached to the original certificate of insurance evidencing this coverage and must be in a form acceptable to the Inc. Village of Freeport.

All policies and certificates must provide that a minimum of ten (10) days prior notice will be given to the Village by registered mail for any cancellation or modification of the insurance.

Insurance companies providing the required insurance policies must be New York State admitted carriers, have a policy holders rating of A or better and a financial rating of at least "10" or better according to the current Best Insurance Rating Guide.

Contractual Liability coverage or the hold harmless cited below, which is to be signed by a representative of the festival sponsor/ride concessionaire, must be attached.

Insurance Requirement Notice (continued):

(Name of applicant or contracted operator) agrees to defend and indemnify and save harmless the Inc. Village of Freeport, its employees and elected and appointed officials against loss or expense by reason of the liability imposed by laws upon the Village for damage because of bodily injuries, including death at any time resulting there from sustained by any person or persons including employees or on account of damage to property, including loss of use thereof, arising out of or in consequence of the use of (municipal property/location) in Freeport by (Name of applicant or contracted operator), whether or not such injury to persons or damage to property are due or claim to be due to any negligence of (Name of applicant or contracted operator) their employees or agents.

Sign: _____
(Name of representative and company name)

Date: _____

The above-mentioned insurance must be provided by all sponsors and ride concessionaires involved in this event.

Fees: *If the application is for the use of any village property other than street or public thoroughfare or if any Village of Freeport services shall be required for the parade or public assembly, the applicant shall pay, prior to the issuance of the permit, the charge for those services in accordance with the schedule of service costs approved by the Board of Trustees by resolution.*

Affirmation of Understanding and Awareness:

I _____ acting as an authorized representative of _____ swears under oath that I have read and understand Village of Freeport Code Section 1, Chapter 155; Article VI entitled Parades and Public Assemblies. Further, if granted a permit I agree to abide by all of the provisions and stipulations of such code.

Signature of Applicant

Sworn to before me this _____

day of _____ 20_____

Notary