



**MUSIC,
OUTDOOR ACTIVITY/EVENT,
PARADE APPLICATION**

200 1st Street N.E., Moultrie, GA 31768

P: 229-668-7223 F: 229-668-7650

www.moultriega.com

Please type or print application

Guidelines

1. All applications are to be fully completed and turned in to the Community Enhancement Department at least twenty (20) business days prior to the event. Incomplete applications will not be accepted.
2. If on Private Property: Applications to hold the music or outdoor activity/event must be accompanied by a letter from the property owner granting permission to use the site. Applications will not be accepted without this letter.
3. If in the Downtown: Applications to hold the music or outdoor activity/event must be accompanied by a letter from the president of the Downtown Development Authority granting permission to use the site. Applications will not be accepted without this letter. No streets surrounding the square will be closed during the month of December.
4. If at the Moultrie-Colquitt County Parks & Recreation Authority property: Applications to hold the music or outdoor activity/event must be accompanied by a letter from the Moultrie-Colquitt County Parks & Recreation Authority granting permission to use the site. Applications will not be accepted without this letter.
5. If activity/event will be held on City of Moultrie property, permission must be granted by the City Council.
6. Applications for a parade must include a detailed route of the parade.
7. If the applicant is not the responsible party for the event, information for the responsible party must be submitted with the application.
8. The applicant must make provisions for appropriate restroom facilities, clean-up, traffic flow, and crowd control. This detailed information should be submitted with the application.
9. The applicant must provide a site plan of the event location. (Reference Page 4).

I have read the guidelines and fully understand that it is my responsibility to provide all information that applies to my application.

Signature of Applicant

Date

Print Name

Applicant/Contact Person

Applicant's Current Mailing Address: _____

City: _____ State: _____ Zip: _____

Applicant's Phone: _____ Email: _____

Responsible Party

Responsible Party's Current Mailing Address: _____

City: _____ State: _____ Zip: _____

Responsible Party's Phone: _____ Email: _____

Organization (if applicable): _____

Event

Event Date: _____ Public: _____ Private: _____

Start Time: _____ AM/PM Ending Time: _____ AM/PM

Number of Attendees: _____ Number of Vehicles: _____

Event Location: _____

Parking Location: _____

Describe Type of Event: _____

Details

Provide a Document Containing The Following:

- List All Items Used for Event (Display Tables, Tents, Chairs, Shade Structures, Etc.)
- Description of Music, Loud Speakers, Etc.
- Description of Parking Plan and/or Traffic Mitigation Plan
- Description of Security and or Public Safety Plan

Hold Harmless

THIS PERMIT IS NOT TRANSFERRABLE AND THE CITY OF MOULTRIE WILL NOT BE RESPONSIBLE FOR ANY DAMAGES OR INJURIES RESULTING FROM THIS EVENT OR THE ISSUANCE OF A PERMIT. AS A CONDITION FOR THE ISSUANCE OF ANY PERMIT(S) THE APPLICANT WILL BE REQUIRED TO EXECUTE AN INDEMNITY AND HOLD HARMLESS AGREEMENT FOR THE BENEFIT OF THE CITY OF MOULTRIE.

Indemnification Agreement

For good and valuable consideration, the receipt and adequacy of which is acknowledged, the undersigned(s) agree to indemnify, defend, and hold free and harmless, the **CITY OF MOULTRIE**, a Georgia Municipal Corporation, and each of its members, agents, servants, employees, officers, and council members, from and against any and all actions, claims, liabilities, assertions of liability, losses, costs, and expenses including, but not limited to, attorney fees, reasonable investigative and discovery costs, and court costs, which in any manner may arise or be alleged to have arisen, or resulted, or alleged to have resulted, from: _____

Applicant, Responsible Party, Organization

on the _____ day of _____, 20____, the undersigned, including, but not limited to, claim or claims for bodily injury or death of persons, and for loss of or damage to property, including claims or loss by its/his/her agents, servants, relatives, children, spouse, or employees, however, caused, including, but not limited to, inherent dangers or risks associated therewith.

The undersigned(s) have executed this agreement on the _____ day of _____, 20____ at City of Moultrie Community Enhancement Department.

Indemnification Agreement

Personally appeared before me _____ who on oath agrees
(Applicant's Name)

with the request and states that the information contained in this application is true to the best of his/her knowledge and belief:

Notary Public

Signature of Applicant/ Responsible Party

Date

Print Name

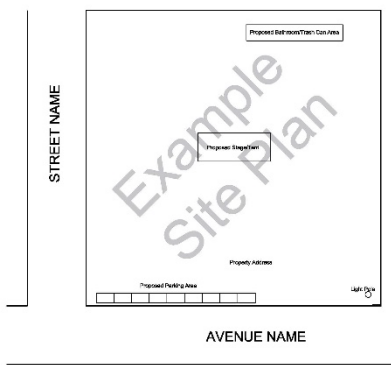
Office Use

Date Received: _____ Received By: _____

Private Property Letter: _____ Downtown Development Letter: _____ Parks & Recreation Letter: _____

Site Plan: _____ Items List: _____ Music Description: _____ Parking Plan: _____ Security Plan: _____

Site Plan



Provide a Site Plan For The Event in The Space Below