

**ALMIRA TOWNSHIP
BENZIE COUNTY MICHIGAN
7276 Ole White Drive, Lake Ann, MI 49650**

APPLICATION FOR SPECIAL EVENT

Owner: _____ Operator _____
Address: _____ Address: _____
City, State, Zip: _____ City, State, Zip: _____
Phone: _____ Phone: _____

Please attach a list of the name(s), residence, business address and phone number of each person sponsoring the event, if applicable.

Organization sponsoring the event, if applicable:

Name of Organization: _____
President/Chairman
Name: _____
Residence address: _____
Business address: _____
Phone: _____ Business phone _____

Property Address: _____ Property Parcel # 10-01 _____

Zoning classification of property: _____

If event will traverse the township only, please describe the route(s).

Description of Special Event and proposed location(s) or routes if applicable:

(Attach additional sheet(s) if necessary)

Attach sample flier that will be provided by the Sponsoring Organization to all businesses and residents along the route one week prior to the Special Event, if applicable.

Dates of the Special Event, including set-up and clean-up time: _____

Please attach copies of insurance policies naming the Township as additional insured for one million dollars (\$1,000,000) and that the coverage is for this event.

Applicant's Certification:

I hereby depose and say, under the penalties of perjury, that all of the statements and/or information contained herein or submitted with this application are true. If any statements and/or information are found at a later date to be false, this permit shall become null and void.

I further depose that the applicant will indemnify the Township for and hold it harmless from and defend it against any and all claims, lawsuits or other liability arising from or as a result of the Special Event, including all costs and attorney fees. Furthermore, I agree to reimburse the Township for any costs for services provided by the Township or its designated agents to mitigate any health, safety and welfare issues caused by the Special Event, including emergency services, traffic and/or crowd control, removal of structures, litter and equipment and any associated attorney fees and court costs resulting from this mitigation.

Applicant: _____ Date: _____
Signature

Application number: _____ Fee: _____

TOWNSHIP ACTION

A Special Event Permit for the above referenced use is hereby:

___ Approved ___ Approved with Conditions ___ Written denial issued

Conditions: _____

Zoning Administrator: _____ Date: _____
Signature