Please Type or Print Clearly (Incomplete forms may not be accepted)

Name
Organizational Group/Individual
Mailing Address
Phone Number ___________ Cell ___________ Email Address ___________
Designated Responsible Official(s)

Describe Specific Type of Event

Event Location: __________________ Alternate #1: __________________ Alternate #2: __________________

Number of Participants/Spectators Expected

Date(s) Requested _____ / _____ / _____ to _____/ _____ / _____ Day(s) of week __________________________

Time(s) of day _______ to _______

Is an electrical power source needed?* ____Yes ____No  Will you be cooking food on site?* ____Yes ____No
Will you require additional trash cans?* ____Yes ____No  Will you be selling food on site?* ____Yes ____No
Are any tents/stages to be erected?* ____Yes ____No  Are you going to serve alcohol?* ____Yes ____No
Will you provide portable restrooms? ____Yes ____No  Will a sound system be used? ____Yes ____No
Is any inflatable equipment to be used?* ____Yes ____No

If you would like to rent our Mobile Restroom Trailer, please complete the separate Mobile Restroom Trailer Rental Application.

*PLEASE NOTE: Additional fees, insurance or licenses may apply. See the City of Camden Park Use Rules and Regulations for current fees and license requirements.

Certificate of Liability Insurance: A One Million Dollar minimum Certificate of Liability Insurance, naming the City of Camden as additional insured, for bodily injury & property damage is required for all special events including setup and teardown days. Fire Safety Inspection of set-up required from Camden Fire Department (803-425-6040 or pelliott@camdensc.org) when cooking on-site or vendors are selling food. No cooking in green spaces.

I have read and understand the Policies, Rules and Regulations Governing Park and/or Park Facility Use document. I have also read and understand the Request Form completed above. I, and the designated responsible official (if applicable), agree to be fully responsible for the requested park and/or park facility as outlined in the Policies, Rules and Regulations.

Signature ___________________________ Date _____ / _____ / _______

For City use only: Approved _______ Not Approved _______ City of Camden Official Signature

Additional Comments: ___________________________