



**Park and Facility Use Application
City of Camden Parks**

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: _____