

# CITY OF CARSON

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CARSON, IA 51525

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City Clerk's Email Address: [carsonclerk@futuretk.com](mailto:carsonclerk@futuretk.com)

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## APPLICATION FOR TEMPORARY USE OF CITY PROPERTY

Before the Mayor or City Council may issue any permit for the use of the City Property, the person or organization seeking such permit shall file an application setting forth the following:

A. The name, address, and telephone number of the person filing the application:

B. The name, address, and telephone number of the headquarters of the organization, if an organization is involved, and of the person who manages such organization and will oversee the use requested:

C. The exact use for which the permit is requested:

D. The portion or facility of the City property requested for such use:

(Examples: Street 100 Block of Broadway; 400 Block of Park Parcel along Rodeo Drive; North Section of Community Center Parking Lot)

E. The exact dates, and if applicable, the hours, for which the use is requested:

EXACT DATE(S) \_\_\_\_\_

HOURS \_\_\_\_\_

F. The number of persons expected;

G. If applicable, the number and types of vehicles expected, including the number and types of any camping vehicles and the estimated time of arrival of all vehicles;

H. If required by the Mayor or council, an agreement to indemnify the City against any and all loss or damages or claims for damages arising from or out of such use.

I. Proof of insurance shall be provided by the Applicant. The liability insurance shall provide liability insurance coverage for the operations under such permit for the person or organization, including its members, to whom the permit is issued. Such insurance coverage shall be in the minimum amounts of \$1,000,000.00 for the injury or death of any one person in any one accident or occurrence, \$1,000,000.00 for the injury or death of any number of persons in any one accident or occurrence, and \$1,000,000.00 for property damage in any one accident or occurrence; and both the person or organization and the City shall be insured under such insurance. Separate policies or certificates of insurance showing the person or organization to be covered under one policy and the City to be covered under another policy may be filed in lieu of a single policy or certificate, at the option of the person or organization. All such policies and certificates of insurance shall be issued by companies authorized to do business in Iowa and shall be approved as to form by the City Clerk before the commencement of such use.

J. If required by the Mayor or Council, a surety bond may be required. The surety bond to be furnished the City if required under this ordinance shall be for \$ \_\_\_\_\_ and conditioned on:

1. the person or organization to whom such a permit is issued, and heirs or successors and assigns, indemnifying the City against any and all loss or damage to City property;
2. full and complete protection of the City against any and all litigation growing out of the granting of such use or anything done under such permit;
3. return of the property to the same condition and degree of cleanliness that it was in prior to commencement of the use by the person or organization, and removal of any item of property left or placed in or on the park property by such person or organization or any member of the same;
4. faithful performance and observance of all the terms and conditions of the permit; and
5. prompt and full payment of all compensation required by the City as a condition of such use of property, if any such compensation is required. The bond shall not cover personal injury or property damage resulting to persons or organizations other than the City of Carson. The bond shall be executed by a bonding company authorized to do business in Iowa and shall be approved as to form by the City Clerk before the commencement of such use.

K. A permit application fee of \$ \_\_\_\_\_ shall be submitted with this application, which is a non-refundable application fee.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

APPLICANTS NAME PRINTED \_\_\_\_\_

NAME OF ORGANIZATION OR BUSINESS \_\_\_\_\_

APPLICANTS SIGNATURE \_\_\_\_\_

APPLICANTS MAILING ADDRESS \_\_\_\_\_

APPLICANTS PHONE NUMBER \_\_\_\_\_

**CITY HALL USE ONLY**

DATE CITY COUNCIL  **APPROVED** OR  **DENIED**

APPLICATION ON \_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

OTHER CITY NOTATIONS OR CITY COUNCIL ORDERED REQUIREMENTS: \_\_\_\_\_

\_\_\_\_\_

CITY OFFICIAL SIGNATURE OF APPROVAL ON BEHALF OF CITY COUNCIL \_\_\_\_\_