

# CONTRACT FOR SPECIAL EVENT WITH VILLAGE OF ORCHARD PARK

EVENT NAME: \_\_\_\_\_ EVENT DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

ORGANIZATION NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

Provide a description of Event: \_\_\_\_\_

Provide a description of Sound Equipment: \_\_\_\_\_

Number of People at Event: \_\_\_\_\_ Did you get Property Owner's Permission? \_\_\_\_\_

Will there be a tent at the event? \_\_\_\_\_ If yes, when will it be erected so that it can be inspected? \_\_\_\_\_

Will there be Alcohol Served? \_\_\_\_\_ If so, Who holds the Liquor License? \_\_\_\_\_

Were the Orchard Park Police Notified of Event? \_\_\_\_\_ Was the Orchard Park Town Notified of Event? \_\_\_\_\_

In consideration for permission granted by the Village of Orchard Park, \_\_\_\_\_, agrees to provide as insurance a certificate showing the following insurance requirements:

- a. Certificate Holder Name & Address      Village of Orchard Park  
Municipal Building  
4295 South Buffalo Street  
Orchard Park, NY 14127
- b. General Liability Limit                      1 Million Occurrence / 2 Million Aggregate
- c. Auto Liability Limit                            1 Million Single Combined Limit
- d. Umbrella Limit                                5 Million Occurrence / 5 Million Aggregate  
(or) 1 Million Occurrence / 1 Million  
Aggregate for Not for Profits
- e. Workers Compensation Limit                Statutory
- f. Additional Insured                            Primary – Noncontributory Status GL, AU, UM
- g. Waiver of Subrogation for General Liability & Umbrella
- h. Waiver of Subrogation for Workers Compensation
- i. Copies of All Additional Insured Endorsements
- j. Copies of All Waiver of Subrogation Endorsements
- k. Current Effective Dates
- l. Executed Contract.

Organizer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Village of Orchard Park: \_\_\_\_\_ Date: \_\_\_\_\_

Mayor

Fee: **\$50.00**      Paid Date: \_\_\_\_\_