AGENDA ITEM SUMMARY

DATE: 01/25/10 DEPARTMENT: Public Works DEPT. HEAD SIGNATURE: 

SUBJECT:

Request approval for the Idaho Bicycle Ride Camp special event. Event is scheduled to take place July 29, 2010 at Lyon’s Park.

AUTHORITY: □ ID Code □ IAR □ City Ordinance/Code

(IFAPPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Parks and Lands approved with the following concerns:
The Parks & Lands Board reviewed the Special Event Permit for the Bike Ride at their meeting Tuesday night. While they support approval of the permit, they had some concerns with the financial hit on the city, especially in regards to the 1000-gal water request. Is that going to be an issue for us to supply that much water, and then, where will the used water be disposed? The Board hopes that it won’t cost the city anything.

While no one was opposed to this event, the Board would have liked the bikers to spend dollars at our local businesses. When they bring their own food & beer, it discourages local purchases. That said, the Board was appreciative of the revenue from the fees.

Additionally, the Board wanted to avoid a potential conflict with use of the ballfields. Does the Wood River Adult Softball League, who has used Lions Park for 20+ years, ever get a permit for use of the park through you? And, will the Nelson Tournament be trying to use the ball field, as well? If these events go through the process and reserve the park for their use, then they can get a heads-up when they get their permit and avoid a conflict.

Otherwise, the Board discussed whether we should go out of our way to let them know about this event if they never get a permit for the use like they are supposed to, and wanted to check with you first.

Thanks,
Becki

In answer to the above: Public Works is not concerned about the water usage and the softball clubs will be notified in advance of their seasonal reservations to coordinate around this event should it be approved.

The Blaine County Administrator approved as follows:
Trina, thanks for sending this along. In reviewing our code on public assemblies it indicates a license is required for an assembly of 750 or more persons. Since the application indicates 275 participants, it doesn’t appear this needs County approval. If I am missing something please let me know, otherwise I will go ahead and close my file.

Thanks,
Derek Voss
Blaine County Administrator
Blaine County Courthouse
206 First Avenue South, Suite 300
Hailey, Idaho 83333
(208) 578-3828
dvoss@co.blaine.id.us

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

<table>
<thead>
<tr>
<th>Budget Line Item #</th>
<th>YTD Line Item Balance $</th>
</tr>
</thead>
<tbody>
<tr>
<td>Estimated Hours Spent to Date:</td>
<td>Estimated Completion Date:</td>
</tr>
<tr>
<td>Staff Contact:</td>
<td>Phone #</td>
</tr>
<tr>
<td>Comments:</td>
<td></td>
</tr>
</tbody>
</table>

-51-
ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

____ City Attorney  ____ Clerk / Finance Director  ____ Engineer  ____ Building

____ Library  ____ Planning  ____ Fire Dept.

____ Safety Committee  ____ P & Z Commission  ____ Police

____ Streets  ____ Public Works, Parks  ____ Mayor

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Department Heads approved with the following contingencies:

Signs and Banners displayed for more than 72 hrs. require a permit from the Hailey Planning & Zoning Department. This special event is within the RGB zoning district. This zoning district allows for public use.

FOLLOW-UP REMARKS:

*
DECISION

Based on the Application for a Special Event Permit for the Idaho Bicycle Ride Camp, the City of Hailey, pursuant to Chapter 12.14 of the Hailey Municipal Code, approves the Application and grants the Special Event Permit, subject to the following conditions:

Standard Conditions

a. The Applicant shall comply with the terms, plans, covenants and provisions of the Application, as approved or as modified by the City of Hailey.
b. The Applicant shall comply with all applicable local, state and federal laws, regulations and ordinances before, during and after the Special Event(s).
c. The Applicant shall execute an agreement, relating to the reimbursement of expenses, indemnification and other provisions immediately upon the approval of the application for the Special Events Permit.
d. In the event the Applicant fails to comply with all the conditions set forth herein, the City may revoke the Special Events Permit, in whole or in part.

Other Condition

a. Signs and Banners displayed for more than 72 hrs. require a permit from the Hailey Planning & Zoning Department. This special event is within the RGB zoning district. This zoning district allows for public use.

DATED this 25th day of January, 2010.

CITY OF HAILEY

By: ________________________________
    Rick Davis, its Mayor

ATTEST:

_______________________________
    Mary Cone, its City Clerk
AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey ("the City") for the Idaho Bicycle Ride Camp that will occur on July 29, 2010 from 10:00 a.m. to 10:00 a.m. July 30, 2010, plus specified set up and teardown time, ("the Event"), and pursuant to Section 12.14 of the Hailey Municipal Code, the undersigned, as the applicant ("Applicant") of a Special Event Permit from the City for the Event, does hereby agree to reimburse the City for any costs incurred by the City in repairing damage or providing any services or materials resulting from the Event. The Applicant agrees that such costs may be deducted from a non-refundable security deposit or additional deposit as established by the City, and that if costs exceed any deposit made by the applicant, further reimbursement will be made to the City upon demand. The Applicant hereby agrees to indemnify, defend and hold harmless the City and its officers and employees, in their official and individual capacities, from any and all claims, demands, obligations, liabilities, lawsuits, judgments, attorneys’ fees, costs, expenses and damages of any nature caused by or arising out of, or connected with the Event. In the event either party hereto is required to retain counsel to enforce a provision of this Agreement, or to recover damages resulting from a breach hereof, the prevailing party shall be entitled to recover from the other party all reasonable attorney’s fees incurred herein or on appeal, or in bankruptcy proceedings. The Applicant agrees to comply with all the laws and ordinances of the City of Hailey, Idaho applicable to the subject matter thereof, and to conduct the Event in accordance with the terms and provisions of the application for a Special Event Permit, as approved or as modified by the City, and all conditions of the Special Event Permit. The Applicant agrees that the Special Event Permit is nontransferable and shall be conducted only for the dates and locations as approved by the City.

IN WITNESS WHEREOF, Applicant and the City have executed this Agreement on this 25th day of January, 2010.

APPLICANT:

By: ____________________________

(please sign and print name and title, if applicable)

CITY OF HAILEY:

By: ____________________________

Rick Davis, its Mayor

ATTEST:

Mary Cone, its City Clerk

CITY OF HAILEY ■ 115 MAIN ST. S., SUITE H ■ HAILEY, IDAHO 83333 ■ 788-4221
SPECIAL EVENT PERMIT APPLICATION

I. EVENT NAME: Ideau Bike Ride

II. LOCATION FOR EVENT (Be specific e.g., Hop Porter Park, all of 1st Avenue between Walnut and Pine, 115 Main St. S.):

☑ Public Property  ☐ Private Property

Lion's Park

III. EVENT SCHEDULE
Special Events are limited to four days, including set-up and tear-down days. No more than eight events per calendar year can be conducted by a single party or organization, unless a modification is granted by the City Council. Please submit your modification requests in writing and attach to your application.

<table>
<thead>
<tr>
<th>Date(s) of Event</th>
<th>Hours</th>
<th>Estimated # of Attendees</th>
</tr>
</thead>
<tbody>
<tr>
<td>7/29/10</td>
<td>Start Time: 10:00 AM  End Time:</td>
<td>One Hour Interval: All Day:</td>
</tr>
<tr>
<td>7/30/10</td>
<td>Start Time: 10:00 AM  End Time: 10:00 AM</td>
<td>One Hour Interval: All Day:</td>
</tr>
<tr>
<td>Date of Set-Up</td>
<td></td>
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<tr>
<td>7/29/10</td>
<td>Start Time: 10:00 AM  End Time:</td>
<td></td>
</tr>
<tr>
<td>Date of Tear Down</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7/31/10</td>
<td>Start Time: 10:00 AM  End Time:</td>
<td></td>
</tr>
</tbody>
</table>

IV. FEES
Special Event Permit Application Fee $125
Per Day Park Rental Fee $200
Security Deposit $500
Tax (on park rental fees only) 6%
TOTAL DUE $829

V. ORGANIZATION INFORMATION
Applicant's Name: Sandy Green
Title: President
Mailing Address: PO Box 9363
Zip Code: 97708
Street Address: Same
City: Beaverton
State: OR
Day Telephone: 541-385-5257
Evening Telephone: Same
FAX Number: Same
E-Mail Address: Sandy9@OregonBicycleRide.org

7/15/2009
VI. EVENT INFORMATION

New Event: Yes _____ No _____ Annual Event: Yes _____ No _____ Years Operating 24-04-07

Event Category: ☐ Commercial ☐ Noncommercial

Estimate of Gross Ticket Sales & Revenues (commercial event only): 213,000

Description of Event: See Attached

Additional Details:

VII. INSURANCE REQUIREMENTS

It is the responsibility of your Special Event organizers to maintain a COMPREHENSIVE GENERAL LIABILITY insurance policy with coverage of not less than $1,000,000.00 combined single limit per occurrence. Each policy shall be written as a primary policy, not contributing with or in excess of any coverage which the City may carry. A certificate naming the City of Hailey, Blaine County, Idaho as additional insured shall be delivered to the City of Hailey with this application. The adequacy of all insurance required by these provisions shall be subject to approval by the City Clerk. Failure to maintain any insurance coverage required by this agreement shall be cause for immediate termination of the application.

Insurance Company: McKay Insurance Agent Name: Myron McKay-Ziller

Address: PO Box 151 Phone: 641-942-2135

Knoxville IA 50138

HOLD HARMLESS CLAUSE

Permittee (organization/applicant) shall indemnify and hold harmless the City of Hailey, its agents, its employees and authorized volunteers from and against all claims, damages, losses and expenses, including attorney’s fees, arising out of the permitted activity or the conduct of Permittee’s operation of the event if such claim (1) is attributable to personal injury, bodily injury, disease or death, or to injury to or destruction of property, including the loss of use thereof, and (2) is not caused by any negligent act or omission of willful misconduct of the City of Hailey or its employees acting within the scope of their employment.

(Attach any additional pages as needed)
SPECIAL EVENT ACTIVITIES & CITY SERVICES REQUESTED

Your Event Organizer is responsible for providing a complete list of event activities including a list of suppliers providing services. An event logistics map is required, detailing the location for all road closures, event set up, canopies, stages, vendors, booths, and any other major services or activities planned.

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
<th>Check all Planned Activities</th>
<th>Yes</th>
<th>No</th>
<th>Check all Planned Activities</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>Street Closures &amp; Access / Parade</td>
<td></td>
<td></td>
<td>Alcohol Served (Free of Charge) (name of provider)</td>
</tr>
<tr>
<td></td>
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<td>Detailed map listing areas of closure, parade route is</td>
<td></td>
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<td>See Attached</td>
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<td>required. An ITD permit is required for Main Street.</td>
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<td>Alcohol Sold</td>
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<td>Requires Alcohol Beverage Catering Permit (Hailey</td>
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<td>8</td>
<td>Street Closures &amp; Access / Parade require your Event</td>
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<td>Food/Beverages will be served (List Caterers):</td>
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<td></td>
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<td>Coordinator to notify all affected businesses, churches</td>
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<td>Conkle Enterprises</td>
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<td>schools and neighborhoods</td>
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<td></td>
<td>Medical Services</td>
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<td>Vendors items sold/ solicitation</td>
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<tr>
<td>#</td>
<td></td>
<td>(Circle) First Aid and/or EMS Services</td>
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<td>Who is providing services?</td>
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<td>#</td>
<td></td>
<td>Security (detail who, number of officers, times.</td>
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<td></td>
<td>Booths: Profit / Non-Profit</td>
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<td></td>
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<td>Attach plan)</td>
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<td></td>
<td>Traffic Control / Shuttle Buses</td>
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<td>Lighting plan: attach plan</td>
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<td>(Number of buses / locations / hours of operation,</td>
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<td>attach plan.)</td>
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<td>#</td>
<td></td>
<td>Electricity / Generators (Size</td>
<td></td>
<td></td>
<td>Activities / Entertainment (Agenda) See Attached</td>
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<td>Attach detailed electrical plan.</td>
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<td>Other equipment or entertainment</td>
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<td>Water</td>
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<td>Signs or Banners: sign permit may be required by the</td>
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<tr>
<td></td>
<td></td>
<td>Drinking / Washing (Circle)</td>
<td></td>
<td></td>
<td>City Planning and Zoning Department</td>
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<tr>
<td>#</td>
<td></td>
<td>Gray Water Barrel / Grease Barrel</td>
<td></td>
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<td>Stages (Number and Size(s))</td>
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<td>(Circle / detail # and locations)</td>
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<td>Sanitation (Trash bins, Dumpsters, Recycle</td>
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<td>Barricades. How many</td>
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<td></td>
<td>(Circle / detail # and locations)</td>
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<td></td>
<td>identify locations and attach logistics map</td>
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<tr>
<td>#</td>
<td></td>
<td>Porta Toilets / Wash Stations (Quantity ADA &amp; Regular</td>
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<td>EVENT estimated attendance</td>
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<td>18)</td>
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<td>275</td>
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</table>

I hereby certify that I have read and will abide by the laws, rules and regulations set forth by the City of Hailey, Blaine County, and the State of Idaho, and in signing this application, I hereby agree that I and the organization I represent, shall hold the City of Hailey and all of its agents or employees free and blameless from any claim, liability or damage which may arise from use of City facilities or equipment, whether or not the City of Hailey, its agents or employees are jointly negligent. I further agree to promptly reimburse the City of Hailey and all of its agents for any clean up loss or damage to City property resulting from this use, as well as permitting, staffing, equipment use/rental, property use/rental, clean up, inspections involving the use of public property, public employees or public equipment for the Special Event. In the event the deposit exceeds the actual charges, the City Clerk shall refund the balance to the applicant.

Event Organizer's Signature: ___________________________ Date: 11/26/09

7/15/2009
November 20, 2009

City of Hailey
Hailey, ID

Re: Letter of request for overnight stay

Dear Trina,

Per our conversation this week, I am requesting the city of Hailey for a variance for an overnight stay in the Lion's Park on Thursday, July 29, 2010. This request had been approved in 2003 but at the last minute was changed to a park near the airport because of ball games. We hope this will not be a factor in 2010 as our request is for a Thursday night rather than a Friday as was in 2003.

Thank you for considering our request.

Regards,

Sandy Green
Idaho Bicycle Ride
City of Hailey
Hailey Idaho

November 24, 2009

Re: Attachment to Special Event Request

Sanitation:

We would order a dumpster from your local sanitation company and would provide several trash bins which will be distributed around the area.

Alcohol Served:

We would like to provide beer on site. This is included in the price of the event so is not sold on site. Over the 24 years we have been doing this event, we have never had anyone get out of control and caused problems. Many of the rider like a cold beer when they get through with their day's ride. All beverages are in cans so will not have a breakage problem. We will recycle all cans.

Activities/Entertainment:

We will be having our own in-house talent show on that night. We do this on the last night of each event. It will not be loud or carry on into the late night. Should be finished by 8pm as everyone is wanting to get ready for bed by then.

Signs & Banners:

We will not put any signs or banners up in the park but we will want to put a couple of sign boards on Bullion Street to guide the riders from the bike path and then return them there the next morning.

Sandy Green
Idaho Bicycle Ride
October 29, 2009

Dear Trina,

We are a non-profit organization doing a six-day annual bicycle event for about 275 bicycle riders. We have been doing these rides for the past 23 years in Oregon and the past eight years in Idaho & Washington. This will be our sixth organized ride in Idaho. We move these rides around the states in order to feature new areas each year. This will be the second time around for this area which is one of the favorites of all who have ridden with us. We last did this route in 2003.

We support the Safe Kids program which give helmets to kids who cannot afford them. They also organize bicycle rodeos to teach kids how to ride safely. Also support the Lance Armstrong Foundation through an annual local event.

The average age is about 52. A very mellow group made up of professionals including many doctors, attorneys, and teachers that are usually ready to go to bed as soon as the sun goes down. In other words, no late night parties will be happening.

We are pretty much self-contained bringing our own showers, toilets, and caterer. The basic needs from the community would be:

1. An area to pitch tents for one night. If there are underground sprinklers we would ask that they be turned off for the night we are there.

2. Potable water for the showers. A hydrant hookup is preferred. We would like to be able to stay connected to the hydrant for the duration of our stay. If this is not feasible, we would like to be able to fill our 1000 gallon water tank and we could connect to a spigot to replenish the water as it is used.

3. Parking for the shower truck, four large and three medium size U-haul trucks and about 10 support cars.

4. A 110 electrical connection equal to 2 – 110v, 20 amp circuits to run the fans and lights in the showers. We do have a generator if electricity is not available.

PO Box 9363
Bend, OR 97708
E-Mail: info@oregonbicycleride.org
Web Site: www.oregonbicycleride.org

Phone: 541.385.5257
Fax: 541.330.6118
5. Dumpsters for garbage with approximately 12-15 cubic yard capacity. If there are dumpsters on site, we would contact the local service to have them pick up the garbage after we leave and bill us for it or we could pay you for the service to have the containers on site and have the garbage picked up. If none are on site, we can order the dumpsters to be delivered and picked up.

We will be able to provide a Certificate of Liability Insurance and name the City of Hailey as an additional insured. We carry a $2,000,000 policy.

Please see other attachment regarding the special event permit application.

Feel free to call me at 800.413.8432 or use this email address.

Sandy Green
Idaho Bicycle Ride
AGENDA ITEM SUMMARY

DATE: 01/25/10 DEPARTMENT: Public Works DEPT. HEAD SIGNATURE: 

SUBJECT:

Request approval for the Hailey's Main Street Antique Show special event. Event is scheduled to take place September 3-5, 2010.

AUTHORITY: □ ID Code □ IAR □ City Ordinance/Code (IFAPPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

Budget Line Item # YTD Line Item Balance $ Estimated Completion Date: Phone #
Estimated Hours Spent to Date: Staff Contact:
Comments:

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IFAPPLICABLE)

City Attorney Clerk / Finance Director Engineer Building
Library Planning Fire Dept.
Safety Committee P & Z Commission Police
Streets Public Works, Parks Mayor

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Department Heads approved with the following contingencies:

All vehicle access to the park will be restricted to the Northeast corner of the park (it is recommended that plywood or like material be placed on the ground where vehicles will be entering the park).
Applicant will be responsible for repair of any turf and/or sprinkler damage.
Any power requirements will need to be approved, maximum of 200 amps available.
Access to the RV dump is to remain open at all times.
Signs and Banners displayed for more than 72 hrs. require a permit from the Hailey Planning & Zoning Department.
This special event is within the RGB zoning district. No provisions exist within the zoning code to address special events within this zoning district; however the Special Event standards address and mitigate neighborhood impacts. This zoning district preserves open green space for public use.

FOLLOW-UP REMARKS:
DECISION

Based on the Application for a Special Event Permit for the Hailey’s Antique Market, the City of Hailey, pursuant to Chapter 12.14 of the Hailey Municipal Code, approves the Application and grants the Special Event Permit, subject to the following conditions:

Standard Conditions

a. The Applicant shall comply with the terms, plans, covenants and provisions of the Application, as approved or as modified by the City of Hailey.
b. The Applicant shall comply with all applicable local, state and federal laws, regulations and ordinances before, during and after the Special Event(s).
c. The Applicant shall execute an agreement, relating to the reimbursement of expenses, indemnification and other provisions immediately upon the approval of the application for the Special Events Permit.
d. In the event the Applicant fails to comply with all the conditions set forth herein, the City may revoke the Special Events Permit, in whole or in part.
e. The Applicant shall maintain in full force and effect general liability coverage during the Special Event(s) in the amount of $1,000,000, with the City of Hailey as an additional named insured.

Other Condition

a. All vehicle access to the park will be restricted to the Northeast corner of the park (it is recommended that plywood or like material be placed on the ground where vehicles will be entering the park).
b. Applicant will be responsible for repair of any turf and/or sprinkler damage.
c. Any power requirements will need to be approved, maximum of 200 amps available.
d. Access to the RV dump is to remain open at all times.
e. Signs and Banners displayed for more than 72 hrs. require a permit from the Hailey Planning & Zoning Department.
f. This special event is within the RGB zoning district. No provisions exist within the zoning code to address special events within this zoning district; however the Special Event standards address and mitigate neighborhood impacts. This zoning district preserves open green space for public use.

DATED this 25th day of January, 2010

CITY OF HAILEY

By: _________________________________
     Rick Davis, its Mayor

ATTEST:

_______________________________
Mary Cone, its City Clerk

CITY OF HAILEY ■ 115 MAIN ST. S., SUITE H ■ HAILEY, IDAHO 83333 ■ 788-4221
AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey ("the City") for the Hailey’s Antique Market that will occur on September 3-5, 2010 from 9:00 a.m. to 6:00 p.m., plus specified set up and teardown time, ("the Event"), and pursuant to Section 12.14 of the Hailey Municipal Code, the undersigned, as the applicant ("Applicant") of a Special Event Permit from the City for the Event, does hereby agree to reimburse the City for any costs incurred by the City in repairing damage or providing any services or materials resulting from the Event. The Applicant agrees that such costs may be deducted from a non-refundable security deposit or additional deposit as established by the City, and that if costs exceed any deposit made by the applicant, further reimbursement will be made to the City upon demand. The Applicant hereby agrees to indemnify, defend and hold harmless the City and its officers and employees, in their official and individual capacities, from any and all claims, demands, obligations, liabilities, lawsuits, judgments, attorneys’ fees, costs, expenses and damages of any nature caused by or arising out of, or connected with the Event. In the event either party hereto is required to retain counsel to enforce a provision of this Agreement, or to recover damages resulting from a breach hereof, the prevailing party shall be entitled to recover from the other party all reasonable attorney’s fees incurred herein or on appeal, or in bankruptcy proceedings. The Applicant agrees to comply with all the laws and ordinances of the City of Hailey, Idaho applicable to the subject matter thereof, and to conduct the Event in accordance with the terms and provisions of the application for a Special Event Permit, as approved or as modified by the City, and all conditions of the Special Event Permit. The Applicant agrees that the Special Event Permit is nontransferable and shall be conducted only for the dates and locations as approved by the City.

IN WITNESS WHEREOF, Applicant and the City have executed this Agreement on this 25th day of January, 2010.

APPLICANT:

By: ________________________________

(please sign and print name and title, if applicable)

CITY OF HAILEY:

By: ________________________________

Rick Davis, its Mayor

ATTEST:

Mary Cone, its City Clerk

CITY OF HAILEY  •  115 MAIN ST. S., SUITE H  •  HAILEY, IDAHO 83333  •  788-4221

15/03/SPECIAL EVENT PERMIT (08/02/05)
SPECIAL EVENT PERMIT APPLICATION

I. EVENT NAME: Hailey's Antique Market

II. LOCATION FOR EVENT (Be specific e.g. Hop Porter Park, all of 1st Avenue between Walnut and Pine, 115 Main St. S.):
☐ Public Property  □ Private Property

Roberta McKeeler Park / Hailey Armory

III. EVENT SCHEDULE
Special Events are limited to four days, including set-up and tear-down days. No more than eight events per calendar year can be conducted by a single party or organization, unless a modification is granted by the City Council. Please submit your modification requests in writing and attach to your application.

<table>
<thead>
<tr>
<th>Date(s) of Event</th>
<th>Hours</th>
<th>Estimated # of Attendees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sept 3-4</td>
<td>Start Time: 9 am  End Time: 6 pm</td>
<td>One Hour Interval: 100 at most</td>
</tr>
<tr>
<td></td>
<td></td>
<td>All Day: 500</td>
</tr>
<tr>
<td>Sept 5</td>
<td>Start Time: 9 am  End Time: 6 pm</td>
<td>One Hour Interval: 100 at most</td>
</tr>
<tr>
<td></td>
<td></td>
<td>All Day: 500</td>
</tr>
<tr>
<td>Date of Set-Up</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sept 2</td>
<td>Start Time: 7 am  End Time: 10 pm</td>
<td></td>
</tr>
<tr>
<td>Date of Tear Down</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sept 5</td>
<td>Start Time: 4 pm  End Time: 12 pm</td>
<td></td>
</tr>
</tbody>
</table>

IV. FEES
Special Event Permit Application Fee $125
Per Day Park Rental Fee $200
Security Deposit $500
Tax (on park rental fees only) 6%

TOTAL DUE
$125 + $800 + $48 = $973

V. ORGANIZATION INFORMATION
Applicant's Name: Y. Alice Masters  Title: Promoter/Founder
Mailing Address: PO Box 2727 Hailey ID 83333 Zip Code: 83333
Street Address: 113 Treasure Lane City: Hailey State: Idaho
Day Telephone: (208) 726-3939 Evening Telephone: 208-788-9292 cell 720-1146
FAX Number: E-Mail Address: haileyantique@aol.com

7/15/2009
VI. EVENT INFORMATION

New Event: Yes ☒ No ☐ Annual Event: Yes ☒ No ☐ Years Operating 17

Event Category: ☐ Commercial ☒ Noncommercial

Estimate of Gross Ticket Sales & Revenues (commercial event only):

Description of Event:
Semi-annual event for 17 years - Show's Sale Antiques

Additional Details:

VII. INSURANCE REQUIREMENTS

It is the responsibility of your Special Event organizers to maintain a COMPREHENSIVE GENERAL LIABILITY insurance policy with coverage of not less than $1,000,000.00 combined single limit per occurrence. Each policy shall be written as a primary policy, not contributing with or in excess of any coverage which the City may carry. A certificate naming the City of Hailey, Blaine County, Idaho as additional insured shall be delivered to the City of Hailey with this application. The adequacy of all insurance required by these provisions shall be subject to approval by the City Clerk. Failure to maintain any insurance coverage required by this agreement shall be cause for immediate termination of the application.

Insurance Company: Farm Bureau Agent Name: Norm Funk
Address: 717 N Main Blvd Bellevue Phone: 788-3529

HOLD HARMLESS CLAUSE

Permittee (organization/applicant) shall indemnify and hold harmless the City of Hailey, its agents, its employees and authorized volunteers from and against all claims, damages, losses and expenses, including attorney's fees, arising out of the permitted activity or the conduct of Permittee's operation of the event if such claim (1) is attributable to personal injury, bodily injury, disease or death, or to injury to or destruction of property, including the loss of use there from, and (2) is not caused by any negligent act or omission of willful misconduct of the City of Hailey or its employees acting within the scope of their employment.

(Attach any additional pages as needed)
SPECIAL EVENT ACTIVITIES & CITY SERVICES REQUESTED

Your Event Organizer is responsible for providing a complete list of event activities including a list of suppliers providing services. An event logistics map is required, detailing the location for all road closures, event set up, canopies, stages, vendors, booths, and any other major services or activities planned.

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<td>Stages (Number and Size(s) ______)</td>
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<td>Gray Water Barrel / Grease Barrel (circle /detail # and locations)</td>
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<td>Sanitation -Trash bins, Dumpsters, Recycle (circle /detail # and locations)</td>
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<td></td>
<td>EVENT estimated attendance 1,250 - 1,500 total</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Porta Toilets / Wash Stations (Quantity ADA Regular ______)</td>
<td>#</td>
<td>5</td>
<td>Number of staff working event</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1 for handicap, 1 wash stand.</td>
<td>#</td>
<td></td>
<td>Number of volunteers working</td>
</tr>
</tbody>
</table>

I hereby certify that I have read and will abide by the laws, rules and regulations set forth by the City of Hailey, Blaine County, and the State of Idaho, and in signing this application, I hereby agree that I and the organization I represent, shall hold the City of Hailey and all of its agents or employees free and blameless from any claim, liability or damage which may arise from use of City facilities or equipment, whether or not the City of Hailey, its agents or employees are jointly negligent. I further agree to promptly reimburse the City of Hailey and all of its agents for any clean up loss or damage to City property resulting from this use, as well as permitting, staffing, equipment use/rental, property use/rental, clean up, inspections involving the use of public property, public employees or public equipment for the Special Event. In the event the deposit exceeds the actual charges, the City Clerk shall refund the balance to the applicant.

Event Organizer’s Signature: ______________ Date: 12-30-09
CERTIFICATE OF INSURANCE

WESTERN COMMUNITY INSURANCE COMPANY P.O. BOX 4848
POCATELLO IDAHO 83205 - 4848 ISSUES THIS CERTIFICATE AS A MATTER OF INFORMATION
ONLY AND CONFRS NO RIGHTS UPON THE CERTIFICATE HOLDER. THE INSURANCE
AFFORDED IS SUBJECT TO ALL TERMS, EXCLUSIONS, AND CONDITIONS OF THE POLICIES.
THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE
POLICIES BELOW. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSURED NAME AND ADDRESS

MARSTERS YVONNE ALEE
PO BOX 2727
HAILEY ID 83333

CITY OF HAILEY
115 S MAIN ST STE H
HAILEY ID 83333

POLICY NUMBER 88071201 EFFECTIVE DATE 10/20/09 EXPIRATION DATE 10/20/10
12:01 AM STANDARD TIME AT THE INSURED'S ADDRESS AS STATED HEREIN.
AGENT 704 FUNK NORMAN - AA 208-788-3529

<table>
<thead>
<tr>
<th>TYPE OF INSURANCE</th>
<th>LIMITS OF LIABILITY</th>
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<tr>
<td><em><strong>GENERAL LIABILITY OCCURRENCE BASIS</strong></em></td>
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</tr>
<tr>
<td>GENERAL AGGREGATE LIMIT (OTHER THAN PRODUCTS/COMPLETED OPERATIONS)</td>
<td>$2,000,000</td>
</tr>
<tr>
<td>PRODUCTS/COMPLETED OPERATIONS AGGREGATE LIMIT INCLUDED</td>
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</tr>
<tr>
<td>PERSONAL AND ADVERTISING INJURY LIMIT</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>EACH OCCURRENCE LIMIT</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>FIRE DAMAGE LIMIT</td>
<td>$100,000 ANY ONE FIRE</td>
</tr>
<tr>
<td>MEDICAL EXPENSE LIMIT</td>
<td>$5,000 ANY ONE PERSON</td>
</tr>
</tbody>
</table>

*** DESCRIPTION OF OPERATIONS/Locations/VEHICLES/RESTRICTIONS/SPECIAL ITEMS ***
05820 ROBERTA MCKERCHER PK HAILEY ID

*** DESCRIPTION OF ELEMENT 23 ADDITIONAL INSURED ***
05820 00 CITY OF HAILEY
CG 20 11 (01/96)

IN THE EVENT OF ANY MATERIAL CHANGE IN, OR CANCELLATION OF SAID POLICIES, THE
UNDERSIGNED COMPANY WILL ENDEAVOR TO GIVE 30 DAYS WRITTEN NOTICE TO THE PARTY
TO WHOM THIS CERTIFICATE IS ISSUED.

AUTHORIZED REPRESENTATIVE

11/11/09
DATE ISSUED
AGENDA ITEM SUMMARY

DATE: 01/25/10  DEPARTMENT: Public Works  DEPT. HEAD SIGNATURE:

SUBJECT:

Request approval for the Hailey's Antique Market special event. Event is scheduled to take place July 2-4, 2010.

AUTHORITY: □ ID Code ________  □ IAR ________  □ City Ordinance/Code ________
(IF APPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

Budget Line Item #: ______________________  YTD Line Item Balance $ __________
Estimated Hours Spent to Date: ______________________  Estimated Completion Date: __________
Staff Contact: ______________________  Phone #: __________
Comments: ______________________

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

___ City Attorney  ___ Clerk / Finance Director  ___XXEngineer  ___XX Building
___ Library  ___XXPlanning  ___XXFire Dept.
___ Safety Committee  ___P & Z Commission  ___XXPolice
___ Streets  ___XXPublic Works, Parks  ___ Mayor

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Department Heads approved with the following contingencies:

- All vehicle access to the park will be restricted to the Northeast corner of the park (it is recommended that plywood or like material be placed on the ground where vehicles will be entering the park).
- Applicant will be responsible for repair of any turf and/or sprinkler damage.
- Any power requirements will need to be approved, maximum of 200 amps available.
- Access to the RV dump is to remain open at all times.
- Signs and Banners displayed for more than 72 hrs. require a permit from the Hailey Planning & Zoning Department.
- This special event is within the RGB zoning district. No provisions exist within the zoning code to address special events within this zoning district; however the Special Event standards address and mitigate neighborhood impacts. This zoning district preserves open green space for public use.

FOLLOW-UP REMARKS:

*
DECISION

Based on the Application for a Special Event Permit for the Hailey’s Antique Market, the City of Hailey, pursuant to Chapter 12.14 of the Hailey Municipal Code, approves the Application and grants the Special Event Permit, subject to the following conditions:

Standard Conditions

a. The Applicant shall comply with the terms, plans, covenants and provisions of the Application, as approved or as modified by the City of Hailey.
b. The Applicant shall comply with all applicable local, state and federal laws, regulations and ordinances before, during and after the Special Event(s).
c. The Applicant shall execute an agreement, relating to the reimbursement of expenses, indemnification and other provisions immediately upon the approval of the application for the Special Events Permit.
d. In the event the Applicant fails to comply with all the conditions set forth herein, the City may revoke the Special Events Permit, in whole or in part.
e. The Applicant shall maintain in full force and effect general liability coverage during the Special Event(s) in the amount of $1,000,000, with the City of Hailey as an additional named insured.

Other Condition

a. All vehicle access to the park will be restricted to the Northeast corner of the park (it is recommended that plywood or like material be placed on the ground where vehicles will be entering the park).
b. Applicant will be responsible for repair of any turf and/or sprinkler damage.
c. Any power requirements will need to be approved, maximum of 200 amps available.
d. Access to the RV dump is to remain open at all times.
e. Signs and Banners displayed for more than 72 hrs. require a permit from the Hailey Planning & Zoning Department.
f. This special event is within the RGB zoning district. No provisions exist within the zoning code to address special events within this zoning district; however the Special Event standards address and mitigate neighborhood impacts. This zoning district preserves open green space for public use.

DATED this 25th day of January, 2010

CITY OF HAILEY

By: _________________________
    Rick Davis, its Mayor

ATTEST:

______________________________
Mary Cone, its City Clerk

CITY OF HAILEY  ▪ 115 MAIN ST. S., SUITE H ▪ HAILEY, IDAHO 83333 ▪ 788-4221
AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey ("the City") for the Hailey’s Antique Market that will occur on July 2 - 4, 2010 from 9:00 a.m. to 6:00 p.m., plus specified set up and teardown time, ("the Event"), and pursuant to Section 12.14 of the Hailey Municipal Code, the undersigned, as the applicant ("Applicant") of a Special Event Permit from the City for the Event, does hereby agree to reimburse the City for any costs incurred by the City in repairing damage or providing any services or materials resulting from the Event. The Applicant agrees that such costs may be deducted from a non-refundable security deposit or additional deposit as established by the City, and that if costs exceed any deposit made by the applicant, further reimbursement will be made to the City upon demand. The Applicant hereby agrees to indemnify, defend and hold harmless the City and its officers and employees, in their official and individual capacities, from any and all claims, demands, obligations, liabilities, lawsuits, judgments, attorneys' fees, costs, expenses and damages of any nature caused by or arising out of, or connected with the Event. In the event either party hereto is required to retain counsel to enforce a provision of this Agreement, or to recover damages resulting from a breach hereof, the prevailing party shall be entitled to recover from the other party all reasonable attorney’s fees incurred herein or on appeal, or in bankruptcy proceedings. The Applicant agrees to comply with all the laws and ordinances of the City of Hailey, Idaho applicable to the subject matter thereof, and to conduct the Event in accordance with the terms and provisions of the application for a Special Event Permit, as approved or as modified by the City, and all conditions of the Special Event Permit. The Applicant agrees that the Special Event Permit is nontransferable and shall be conducted only for the dates and locations as approved by the City.

IN WITNESS WHEREOF, Applicant and the City have executed this Agreement on this 25th day of January, 2010.

APPLICANT:

By: ________________________________

(please sign and print name and title, if applicable)

CITY OF HAILEY:

By: ________________________________

Rick Davis, its Mayor

ATTEST:

Mary Cone, its City Clerk

CITY OF HAILEY  ■  115 MAIN ST. S., SUITE H  ■  HAILEY, IDAHO 83333  ■  788-4221
SPECIAL EVENT PERMIT APPLICATION

I. EVENT NAME: Hailey's Antique Market 4th of July

II. LOCATION FOR EVENT (Be specific e.g., Hop Porter Park, all of 1st Avenue between Walnut and Pine, 115 Main St. S.):

☑ Public Property  □ Private Property

Roberts McKeever Park / Hailey Armory

III. EVENT SCHEDULE

Special Events are limited to four days, including set-up and tear-down days. No more than eight events per calendar year can be conducted by a single party or organization, unless a modification is granted by the City Council. Please submit your modification requests in writing and attach to your application.

<table>
<thead>
<tr>
<th>Date(s) of Event</th>
<th>Hours</th>
<th>Estimated # of Attendees</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 2-3</td>
<td>Start Time: 9 am  End Time: 6 pm</td>
<td>One Hour Interval: 150 at most</td>
</tr>
<tr>
<td>July 4</td>
<td>Start Time: 9 am  End Time: 5 pm</td>
<td>One Hour Interval: 150 at most</td>
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Date of Set-Up: July 4  
Start Time: 7 am  End Time: 10 pm

Date of Tear Down: July 4  
Start Time: 4 pm  End Time: 12 pm

IV. FEES

<table>
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<tr>
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<tr>
<td>Special Event Permit Application Fee</td>
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TOTAL DUE: $973

V. ORGANIZATION INFORMATION

Applicant's Name: Y. Alice Masterson  
Title: Promoter

Mailing Address: P.O. Box 2727  Hailey, ID  Zip Code: 83333

Street Address: 113 Treasure Lane  City: Hailey  State: Idaho

Day Telephone: 208-726-3939  Evening Telephone: 788-9292

FAX Number: 720-1146 Cell:

E-Mail Address: haileyantiques@com

7/15/2009
VI. EVENT INFORMATION

New Event: Yes  No  X  Annual Event: Yes  X  No  Years Operating  17

Event Category:  □ Commercial  ☑ Noncommercial

Estimate of Gross Ticket Sales & Revenues (commercial event only):

Description of Event:
Semi-annual event for 17 years - Shaw's Sale Antiques

Additional Details:

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<td>Barricades. How many + 12 lanes identify locations and attach logistics map</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>EVENT estimated attendance</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>1,200 to 1,500 total.</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Number of staff working event</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Number of volunteers working</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

I hereby certify that I have read and will abide by the laws, rules and regulations set forth by the City of Hailey, Blaine County, and the State of Idaho, and in signing this application, I hereby agree that I and the organization I represent, shall hold the City of Hailey and all of its agents or employees free and blameless from any claim, liability or damage which may arise from use of City facilities or equipment, whether or not the City of Hailey, its agents or employees are jointly negligent. I further agree to promptly reimburse the City of Hailey and all of its agents for any clean up loss or damage to City property resulting from this use, as well as permitting, staffing, equipment use/rental, property use/rental, clean up, inspections involving the use of public property, public employees or public equipment for the Special Event. In the event the deposit exceeds the actual charges, the City Clerk shall refund the balance to the applicant.

Event Organizer's Signature: ________________ Date: 12-30-09

7/15/2009
CERTIFICATE OF INSURANCE

WESTERN COMMUNITY INSURANCE COMPANY P.O. BOX 4848
POCATELLO IDaho 83205 - 4848 ISSUES THIS CERTIFICATE AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THE INSURANCE AFFORDED IS SUBJECT TO ALL TERMS, EXCLUSIONS, AND CONDITIONS OF THE POLICIES. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSURED NAME AND ADDRESS

CITY OF HAILEY
115 S MAIN ST STE H
HAILEY ID 83333

MARSTERS YVONNE ALEE
PO BOX 2727
HAILEY ID 83333

POLICY NUMBER 88071201 EFFECTIVE DATE 10/20/09 EXPIRATION DATE 10/20/10
12:01 AM STANDARD TIME AT THE INSURED'S ADDRESS AS STATED HEREIN.
AGENT 704 FUNK NORMAN - AA 208-788-3529

<table>
<thead>
<tr>
<th>TYPE OF INSURANCE</th>
<th>LIMITS OF LIABILITY</th>
</tr>
</thead>
<tbody>
<tr>
<td><em><strong>GENERAL LIABILITY OCCURRENCE BASIS</strong></em></td>
<td></td>
</tr>
<tr>
<td>GENERAL AGGREGATE LIMIT (OTHER THAN PRODUCTS/COMPLETED OPERATIONS)</td>
<td>$2,000,000</td>
</tr>
<tr>
<td>PRODUCTS/COMPLETED OPERATIONS AGGREGATE LIMIT</td>
<td>INCLUDED</td>
</tr>
<tr>
<td>PERSONAL AND ADVERTISING INJURY LIMIT</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>EACH OCCURRENCE LIMIT</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>FIRE DAMAGE LIMIT</td>
<td>$100,000 ANY ONE FIRE</td>
</tr>
<tr>
<td>MEDICAL EXPENSE LIMIT</td>
<td>$5,000 ANY ONE PERSON</td>
</tr>
</tbody>
</table>

*** DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/RESTRICTIONS/SPECIAL ITEMS ***
05820 ROBERTA MCKERCHER PK HAILEY ID

*** DESCRIPTION OF ELEMENT 23 ADDITIONAL INSURED ***
05820 00 CITY OF HAILEY
CG 20 11 (01/96)

IN THE EVENT OF ANY MATERIAL CHANGE IN, OR CANCELLATION OF SAID POLICIES, THE UNDERSIGNED COMPANY WILL ENDEAVOR TO GIVE 30 DAYS WRITTEN NOTICE TO THE PARTY TO WHOM THIS CERTIFICATE IS ISSUED.

L. Lefkoe
AUTHORIZED REPRESENTATIVE

11/11/09
DATE ISSUED
AGENDA ITEM SUMMARY

DATE: 01/25/10 DEPARTMENT: Public Works DEPT. HEAD SIGNATURE:

SUBJECT:
Request approval for 2010 Springfest Arts & Crafts Fair Special Event at Roberta McKercher Park, on May 29 & 30, 2010.

AUTHORITY: ☐ ID Code □ IAR ☐ City Ordinance/Code (IFAPPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

- The representative believes there may be up to 700 people in attendance.
- There will be an amplified music.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

Budget Line Item # _____________________________ YTD Line Item Balance $
Estimated Hours Spent to Date: __________________________ Estimated Completion Date: __________________________
Staff Contact: ___________________________ Phone #: __________________________
Comments: __________________________

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IFAPPLICABLE)

☐ City Attorney ☐ Clerk / Finance Director ☐ XXEngineer ☐ XX Building
☐ Library ☐ XXPlanning ☐ XXFire Dept. ☐
☐ Safety Committee ☐ P & Z Commission ☐ XXPolice ☐
☐ Streets ☐ XXPublic Works, Parks ☐ Mayor ☐

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Department Heads approved with the following conditions:

1. All vehicle access to the park will be restricted to the Northeast corner of the park (it is recommended that plywood or like material be placed on the ground where vehicles will be entering the park).
2. Applicant will be responsible for repair of any turf and/or sprinkler damage.
3. Any power requirements will need to be approved, maximum of 200 amps available.
4. Access to the RV dump is to remain open at all times.
5. Restrooms will need to be provided, a minimum of one being ADA accessible.
6. Dumpsters/trash and recycle receptacles will need to be provided.
7. Traffic control plan will need to be submitted, No parking at the Armory.
8. Declaration of insurance will need to be submitted.
9. Applicant will be responsible for repair of any turf or sprinkler damage.
10. Signs and Banners displayed for more than 72 hrs. require a permit from the Hailey Planning & Zoning Department. This special event is within the RGB zoning district. This zoning district allows for public use.

FOLLOW-UP REMARKS:
DECISION

Based on the Application for a Special Event Permit for the 2010 Springfest Arts & Crafts Fair, the City of Hailey, pursuant to Chapter 12.14 of the Hailey Municipal Code, approves the Application and grants the Special Event Permit, subject to the following conditions:

Standard Conditions

a. The Applicant shall comply with the terms, plans, covenants and provisions of the Application, as approved or as modified by the City of Hailey.
b. The Applicant shall comply with all applicable local, state and federal laws, regulations and ordinances before, during and after the Special Event(s).
c. The Applicant shall execute an agreement, relating to the reimbursement of expenses, indemnification and other provisions immediately upon the approval of the application for the Special Events Permit.
d. In the event the Applicant fails to comply with all the conditions set forth herein, the City may revoke the Special Events Permit, in whole or in part.
e. The Applicant shall maintain in full force and effect general liability coverage during the Special Event(s) in the amount of $1,000,000, with the City of Hailey as an additional named insured.

Other Condition

a. All vehicle access to the park will be restricted to the Northeast corner of the park (it is recommended that plywood or like material be placed on the ground where vehicles will be entering the park).
b. Applicant will be responsible for repair of any turf and/or sprinkler damage.
c. Any power requirements will need to be approved, maximum of 200 amps available.
d. Access to the RV dump is to remain open at all times.
e. Restrooms will need to be provided with a minimum of one being ADA accessible.
f. Dumpsters/trash and recycle receptacles will need to be provided.
g. Traffic control plan will need to be submitted, No parking at the Armory.
h. Declaration of Insurance will need to be submitted.
i. Applicant will be responsible for repair of any turf or sprinkler damage.
j. 10. Signs and Banners displayed for more than 72 hrs. require a permit from the Hailey Planning & Zoning Department. This special event is within the RGB zoning district. This zoning district allows for public use.

DATED this 25th day of January, 2010

CITY OF HAILEY

By: ____________________________

Rick Davis, its Mayor

ATTEST:

_______________________________

Mary Cone, its City Clerk

CITY OF HAILEY  ■  115 MAIN ST. S., SUITE H  ■  HAILEY, IDAHO 83333  ■  788-4221
AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey ("the City") for the 2010 Springfest Arts & Crafts Fair that will occur on May 29 - 31, 2010 from 10:00 a.m. to 6:00 p.m., plus specified set up and teardown time, ("the Event"), and pursuant to Section 12.14 of the Hailey Municipal Code, the undersigned, as the applicant ("Applicant") of a Special Event Permit from the City for the Event, does hereby agree to reimburse the City for any costs incurred by the City in repairing damage or providing any services or materials resulting from the Event. The Applicant agrees that such costs may be deducted from a non-refundable security deposit or additional deposit as established by the City, and that if costs exceed any deposit made by the applicant, further reimbursement will be made to the City upon demand. The Applicant hereby agrees to indemnify, defend and hold harmless the City and its officers and employees, in their official and individual capacities, from any and all claims, demands, obligations, liabilities, lawsuits, judgments, attorneys’ fees, costs, expenses and damages of any nature caused by or arising out of, or connected with the Event. In the event either party hereto is required to retain counsel to enforce a provision of this Agreement, or to recover damages resulting from a breach hereof, the prevailing party shall be entitled to recover from the other party all reasonable attorney’s fees incurred herein or on appeal, or in bankruptcy proceedings. The Applicant agrees to comply with all the laws and ordinances of the City of Hailey, Idaho applicable to the subject matter thereof, and to conduct the Event in accordance with the terms and provisions of the application for a Special Event Permit, as approved or as modified by the City, and all conditions of the Special Event Permit. The Applicant agrees that the Special Event Permit is nontransferable and shall be conducted only for the dates and locations as approved by the City.

IN WITNESS WHEREOF, Applicant and the City have executed this Agreement on this 25th day of January, 2010.

APPLICANT:

By: ________________________________

(please sign and print name and title, if applicable)

CITY OF HAILEY:

By: ________________________________

Rick Davis, its Mayor

ATTEST:

Mary Cone, its City Clerk

CITY OF HAILEY  ■  115 MAIN ST. S., SUITE H  ■  HAILEY, IDAHO 83333  ■  788-4221

15/03/SPECIAL EVENT PERMIT (08/02/05)
SPECIAL EVENT PERMIT APPLICATION

=1787

I. EVENT NAME: Springfest 2010 Arts and Crafts Fair

II. LOCATION FOR EVENT (Be specific e.g. Hop Porter Park, all of 1st Avenue between Walnut and Pine, 115 Main St. S.):

☑ Public Property  □ Private Property

Robert McKeever Park

III. EVENT SCHEDULE

Special Events are limited to four days, including set-up and tear-down days. No more than eight events per calendar year can be conducted by a single party or organization, unless a modification is granted by the City Council. Please submit your modification requests in writing and attach to your application.

<table>
<thead>
<tr>
<th>Date(s) of Event</th>
<th>Hours</th>
<th>Estimated # of Attendees</th>
</tr>
</thead>
<tbody>
<tr>
<td>5/29/10</td>
<td>Start Time: 10 am  End Time: 6 pm</td>
<td>One Hour Interval: All Day: 500</td>
</tr>
<tr>
<td>5/30/10</td>
<td>Start Time: 10 am  End Time: 5 pm</td>
<td>One Hour Interval: All Day: 500-700</td>
</tr>
<tr>
<td>Date of Set-Up</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5/28/10</td>
<td>Start Time: 5 pm  End Time: 8 pm</td>
<td></td>
</tr>
<tr>
<td>Date of Tear Down</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5/31/10</td>
<td>Start Time: 8 am  End Time: 10 am</td>
<td></td>
</tr>
</tbody>
</table>

IV. FEES

Special Event Permit Application Fee $125 ☑ 125.00
Per Day Park Rental Fee $200 ☑
Security Deposit $500 ☑
Tax (on park rental fees only) 6% ☑

TOTAL DUE

Additional Deposit Required ☑ 125.00

V. ORGANIZATION INFORMATION

Applicant’s Name: Anna Svigdaš  Title: Asst. E.O., Hailey Chamber
Mailing Address: P.O. Box 100  Zip Code: 83333
Street Address: 309 S. Main  City: Hailey  State: ID
Day Telephone: (208) 788-3484  Evening Telephone: 307-2081
FAX Number: 578-1595  E-Mail Address: anna@hailey.idaho.com

7/15/2009
VI. EVENT INFORMATION

New Event: Yes ☑ No ☐ Annual Event: Yes ☑ No ☐ Years Operating 25

Event Category: ☐ Commercial ☑ Noncommercial

Estimate of Gross Ticket Sales & Revenues (commercial event only):

Description of Event:
Hand made arts and craft festival
with music and food booths

Additional Details:


VII. INSURANCE REQUIREMENTS

It is the responsibility of your Special Event organizers to maintain a COMPREHENSIVE GENERAL LIABILITY insurance policy with coverage of not less than $1,000,000.00 combined single limit per occurrence. Each policy shall be written as a primary policy, not contributing with or in excess of any coverage which the City may carry. A certificate naming the City of Hailey, Blaine County, Idaho as additional insured shall be delivered to the City of Hailey with this application. The adequacy of all insurance required by these provisions shall be subject to approval by the City Clerk. Failure to maintain any insurance coverage required by this agreement shall be cause for immediate termination of the application.

Insurance Company: Philadelphia Ins. Agent Name: Brinnett Insurance
Address: One Bala Plaza, Ste 100 Phone: 610-617-7900
Bala Cynwyd, PA

HOLD HARMLESS CLAUSE

Permittee (organization/applicant) shall indemnify and hold harmless the City of Hailey, its agents, its employees and authorized volunteers from and against all claims, damages, losses and expenses, including attorney’s fees, arising out of the permitted activity or the conduct of Permittee’s operation of the event if such claim (1) is attributable to personal injury, bodily injury, disease or death, or to injury to or destruction of property, including the loss of use there from, and (2) is not caused by any negligent act or omission of willful misconduct of the City of Hailey or its employees acting within the scope of their employment.

(Attach any additional pages as needed)
SPECIAL EVENT ACTIVITIES & CITY SERVICES REQUESTED

Your Event Organizer is responsible for providing a complete list of event activities including a list of suppliers providing services. An event logistics map is required, detailing the location for all road closures, event set up, canopies, stages, vendors, booths, and any other major services or activities planned.

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
<th>Check all Planned Activities</th>
<th>Yes</th>
<th>No</th>
<th>Check all Planned Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Street Closures &amp; Access / Parade</td>
<td></td>
<td></td>
<td>Alcohol Served (Free of Charge) (name of provider)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Detailed map listing areas of closure, parade route is required. An ITD permit is required for Main Street.</td>
<td></td>
<td></td>
<td>Local Licensed Vendor</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Street Closures &amp; Access / Parade require your Event Coordinator to notify all affected businesses, churches schools and neighborhoods</td>
<td></td>
<td></td>
<td>Alcohol Sold Requires Alcohol Beverage Catering Permit (Hailey Code 5.13)</td>
</tr>
<tr>
<td>10</td>
<td></td>
<td>Canopies/Tents/Membranes/Temporary Structures (Number &amp; Size(s) City of Hailey Fire Department, Fire Code Enforcement</td>
<td>40</td>
<td></td>
<td>Food/Beverages will be served (List Caterers): to be defined</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Medical Services (Circle) First Aid and/or EMS Services</td>
<td></td>
<td></td>
<td>Vendors items sold/solicitation</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Who is providing services?</td>
<td></td>
<td></td>
<td>Jewelry, pottery, arts, crafts, photography, etc.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Security (detail who, number of officers, times. Attach plan)</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Traffic Control / Shuttle Buses (Number of buses / locations / hours of operation, attach plan.)</td>
<td></td>
<td></td>
<td>Booths: Profit / Non-Profit up to 10 nonprofit</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Electricity / Generators (Size normal / current at peak) Attach detailed electrical plan</td>
<td></td>
<td></td>
<td>Lighting plan: attach plan</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Water Drinking / Washing (circle)</td>
<td></td>
<td></td>
<td>Activities / Entertainment (Agenda) Live music, gymnastics, clowns, etc.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Gray Water Barrel / Grease Barrel (circle / detail # and locations)</td>
<td></td>
<td></td>
<td>Signs or Banners: sign permit may be required by the City Planning and Zoning Department</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Sanitation - Trash bins, Dumpsters, Recycle (circle / detail # and locations) 8 (30gal)</td>
<td></td>
<td>1000</td>
<td>Stages (Number and Size(s)) 1 - 30 x 30</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Porta Toilets / Wash Stations (Quantity ADA Regular) 3 / 2</td>
<td></td>
<td>1</td>
<td>EVENT estimated attendance</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Number of staff working event</td>
<td></td>
<td>20</td>
<td>Number of volunteers working</td>
</tr>
</tbody>
</table>

I hereby certify that I have read and will abide by the laws, rules and regulations set forth by the City of Hailey, Blaine County, and the State of Idaho, and in signing this application, I hereby agree that I and the organization I represent, shall hold the City of Hailey and all of its agents or employees free and blameless from any claim, liability or damage which may arise from use of City facilities or equipment, whether or not the City of Hailey, its agents or employees are jointly negligent. I further agree to promptly reimburse the City of Hailey and all of its agents for any clean up loss or damage to City property resulting from this use, as well as permitting, staffing, equipment use/rental, property use/rental, clean up, inspections involving the use of public property, public employees or public equipment for the Special Event. In the event the deposit exceeds the actual charges, the City Clerk shall refund the balance to the applicant.

Event Organizer’s Signature: [Signature] Date: 12/3/09

7/15/2009
### CERTIFICATE OF LIABILITY INSURANCE

**PRODUCER**
Ketchum Branch
Bisnett Insurance Inc.
PO Box 5567
Ketchum ID 83340
Phone: 208-726-8866 Fax: 208-726-8491

**INSURED**
Hailey Chamber of Commerce
PO Box 100
Hailey ID 83333

**PRODUCER**
Ketchum Branch
Bisnett Insurance Inc.
PO Box 5567
Ketchum ID 83340
Phone: 208-726-8866 Fax: 208-726-8491

**INSURED**
Hailey Chamber of Commerce
PO Box 100
Hailey ID 83333

### COVERSAGES

The policies of insurance listed below have been issued to the insured named above for the policy period indicated. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the insurance afforded by the policies described herein is subject to all terms, exclusions and conditions of such policies. Aggregate limits shown may have been reduced by paid claims.

**INSURER A**
Philadelphia Insurance Corp.

**INSURER B**

**INSURER C**

**INSURER D**

**INSURER E**

<table>
<thead>
<tr>
<th>INSURED D/B/A</th>
<th>TYPE OF INSURANCE</th>
<th>POLICY NUMBER</th>
<th>POLICY EFFECTIVE DATE (MM/DD/YYYY)</th>
<th>POLICY EXPIRATION DATE (MM/DD/YYYY)</th>
<th>LIMITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Casselberry</td>
<td>COMMERCIAL GENERAL LIABILITY</td>
<td>PHK309395</td>
<td>05/01/09</td>
<td>05/01/10</td>
<td>EACH OCCURRENCE</td>
</tr>
<tr>
<td></td>
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<td></td>
<td>DAMAGES TO PERSONS/PROPERTY</td>
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<td>MED EXP (Any one person)</td>
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<td>PERSONAL &amp; ADV INJURY</td>
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<td></td>
<td>GENERAL AGGREGATE</td>
</tr>
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<td></td>
<td></td>
<td></td>
<td>PRODUCTS - COM/I/O AGG</td>
</tr>
</tbody>
</table>

### EXCESS/UMBRELLA LIABILITY

- OCCUR ❌ CLAIMS MADE ❌
- RETENTION $ 

### WORKERS COMPENSATION AND EMPLOYERS LIABILITY

- EXCEPTED FROM INSURANCE ❌

### OTHER

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS**

**CERTIFICATE HOLDER**
City of Hailey
Sweet - Trina Isaacs
Main St
Hailey ID 83327

**CANCELLATION**

Should any of above described policies be cancelled before the expiration date thereof, the issuing insurer will endeavor to mail _______ days written notice to the certificate holder named above, but failure to do so shall impose no obligation or liability of any kind upon the insurer, its agents or representatives.

Authorized Representative
Marty Miller

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