



Indian Trail Improvement District Neighborhood Park System



(561) 793-0874, 13476 61st Street North, WPB, FL 33412
Dial 911 for Emergencies

Office Only: Date Received: _____ Initials: _____ Approved: Yes No By: _____ Date: _____

Pavilion Application/Permit - Have this permit available for inspection during your event

Facility Information: Failure to disclose any information related to your event may result in cancellation of the permit.

Park Pavilion Requested: <input type="checkbox"/> Hoefl <input type="checkbox"/> Community <input type="checkbox"/> Citrus Grove <input type="checkbox"/> Hamlin <input type="checkbox"/> Kidscape <input type="checkbox"/> Temple <input type="checkbox"/> Downers <input type="checkbox"/> Sycamore			
Date	Day	Time <input type="checkbox"/> 9 AM to 1 PM	or <input type="checkbox"/> 1:30 to 5:30

User Information:

Responsible Person Attending Event: (must be over 18)		
Phone H	W	Mobile
Address:		
City:	State	Zip
Additional Responsible Person:		
Phone H	W	Mobile

Function Information:

Purpose:	Number Attending Event:
I intend to have a bounce house: <input type="checkbox"/> yes <input type="checkbox"/> no	

Read and Initial Agreement to the Following Conditions:

- ___ I understand that alcoholic beverages are not permitted in parks and will not allow participants in my group to possess them.
- ___ I understand that pony rides, carnival type games, amplified music, concessions, admission charges and advertised/open to the public events are not permitted under this basic permit.
- ___ I understand that use of a pavilion is during a specific time frame and I cannot restrict other persons from using other portions of the park.
- ___ I understand that I am responsible for the cleaning of the pavilion including trash disposal at the end of my event.
- ___ I understand that water and electric is not guaranteed at the pavilion site by Indian Trail.
- ___ I understand that I must give 7 days notice of cancellation to receive a refund of the pavilion rental fee.
- ___ I have read, understand, and agree to abide by the cancellation and deposit policy below.

I, the undersigned, in consideration of accepting this permit, agree to indemnify, defend & save harmless the Indian Trail Improvement District, its staff, Board of Supervisors from any & all injuries (including death), property damage & other claims, liabilities, losses & causes of action arising out of any negligent act of omission by me of any person associated with my group during the permitted period & use of park facilities. By my signature, my group & I will comply with all park rules & regulations in addition to those listed on the back of this permit, local/state/federal laws & ordinances in regard to this permit. I understand that I, as applicant, am responsible for the actions of those associated with my group & non-compliance in any way may result in loss of security deposit & subsequent permits.

Signature of Applicant: _____ **Date:** _____

Rental Fee: Half day - \$30.00 Full day - \$50.00 \$50.00 Deposit (refundable)	
<i>Separate Checks must be written for fees, deposits and each permit. Fees due when reservation is made.</i>	
<i>do not write below this line - office only</i>	
Total Fees Paid: _____ cash/check # _____	Total Deposit Paid: _____ cash/check _____
Accepted By: _____ date _____	Deposit returned by: _____ date _____

Cancellation:

- Fees other than deposits will not be returned if the permit holder cancels less than 7 days prior to the event. The permit holder will be given the opportunity to re-schedule to an available date within the next 90 days.
- Events canceled by the District will receive a complete refund.
- The District reserves the right to cancel any permit for safety, maintenance or weather-related reasons.
- The District reserves the right to cancel any permit for failure to meet permit process guidelines, failure to disclose information, and/or for events that will have a negative impact on the District.

Permit Deposits:

- Failure to comply with all of the exit requirements (including cleaning and trash disposal) will result in a loss of the deposit. Work performed by District staff or District contractors to the park as a result of the group's use will be billed at prevailing costs. Should costs exceed the deposit amount; a bill will be presented to the permit holder for payment.
- Deposits will be accepted in the form of a check or cash.
- If a full deposit refund is due to the permit holder, a check will be issued to if cash was deposited. Otherwise the deposit check will be returned by the Accounting office.
- If a partial deposit refund is due to the permit holder, a check will be issued after the check/cash has been deposited.
- 4-6 weeks must be allowed for the process of issuing District checks.
- Key deposits will be returned only if the key issued is returned within 5 days of the event.



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BOUNCE HOUSE POLICY ACKNOWLEDGEMENT

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On Day of Event Dial 911 for Emergencies

Acknowledgement & Permit Must Be On Site During the Event

1. Bounce houses are permitted in the following Parks:
Community, Citrus Grove, Temple, Sycamore, Kidscape, and Hamlin House.
2. A commercial vendor must supply, set up and tear down the bounce house.
3. The vendor must provide a generator to power the bounce house. Park electric will not be available for this use. If Indian Trail Staff find power to be plugged into a Park outlet, the permit holder will **forfeit their deposit**.
4. The vendor must provide an original \$1 million General Liability Insurance Policy naming Indian Trail Improvement District additional insured for the date of the event. This policy must be provided to the Director of Parks three-business days prior the event.
5. Set up of the bounce house must be in the location as determined by Indian Trail and indicated on the back of this policy.
6. Bounce house's must be set up no earlier than one-hour prior the event and removed from the park at the conclusion of the event.
7. The permit holder is responsible for monitoring the use of the bounce house.
8. The permit holder must not leave the park until the bounce house is removed. If Indian Trail staff finds the bounce house unattended, the permit holder will **forfeit their deposit**.
9. If approached by a staff member or PBSO officer due to a nuisance complaint from a neighbor, the permit holder must cease use of the bounce house. In this situation, Indian Trail is not responsible for loss of use of the bounce house.
10. Indian Trail Improvement District is not responsible for damage to the bounce house for any reason. It is the responsibility of the permit holder to review the set up site for obstructions and potential hazards.

I have read and understand the above policy and will abide by its provisions.

Signature: _____ Date: _____

I propose to use (complete now or contact us with vendor name and contact information upon hire)

COMMERCIAL VENDOR NAME: _____ PHONE: _____

Office Use Only:

Date Received: _____ Initials: _____



BOUNCE HOUSE SET UP LOCATIONS

- Citrus Grove Park – West side of playground on the multi-purpose field.
- Temple Park – East side of parking lot on the multi-purpose field.
- Sycamore Park – South side of racquetball court on multi-purpose field.
- Kidscape Park – East side of pavilion on multi-purpose field.
- Community Park – To be determined by the Park Staff. Call 561-793-0874 ext 257.