

OFFICE OF

GENERAL SERVICES ADMINISTRATION

MAIL: 12200 Airport Road - Jackson, CA 95642 - (209) 223-6375 - FAX (209) 223-0749
LOCATION: 12200 B Airport Road - Martell, CA



APPLICATION FOR BUILDING and/or REAL PROPERTY USE PERMIT

User _____ Phone _____
Last First

Organization _____ Cell _____

Address _____ E-mail _____

Description of Use _____

List all Proposed Activities _____

Date(s) of Use _____ Time of Use _____

Alcohol Service yes _____ no _____ Estimated Attendance _____

Describe physical location to be used (attach site plan if available) _____

If applicable, please attach a separate sheet(s) to identify any special considerations necessary for the above-described use. Such special considerations may be related to the following areas:

1. Security/Crowd Control/Access
2. Parking
3. Safety Precautions
4. Garbage/Recycling
5. Utilities (e.g., restrooms, lighting, power)
6. Signage
7. Clean-up
8. Staff/volunteers participating in the use

It is understood and agreed that permittee is responsible for any and all damages to the building, facilities, property and for proper cleaning of all areas used in the course of the permit holder's use. Within ten (10) business days of the application being approved and prior to the issuance of a use permit, applicant shall furnish to the County Risk Manager satisfactory proof of Insurance as required by County for the entire period covered by the permit.

It is further understood and agreed that upon approval of this application, permittee shall investigate, defend, and hold harmless the County, its officers, employees and against form and against any and all loss, damage, liability, claims, demands, detriments, costs, charges, expense (including attorney's fees) and causes of action of any character which the County may incur, sustain or be subjected to on account of loss or damage to property or the loss of use thereof and for bodily injury to or death of any persons (including but not limited to the property, employees, subcontractors, agents, and invites of each party hereto) arising out of or in any way connected to the permit or occupancy, operation, maintenance, enjoyment and use of any County premises under this application and/or permit.

Applicant must submit this form to the Director of General Services or his/her designee (10) working days prior to the date of use to ensure time for processing and verifying insurance requirements. Any and all damages will be immediately reported to the General Services Director or his/her designee.

If applicable, applicant is responsible to pay for all fees prior to the issuance of the permit.

I, the undersigned, do hereby acknowledge that I have read and received a copy of the foregoing requirements and do hereby agree to said terms and conditions on behalf of myself and/or the above named group or organization.

Authorized Signature _____ Date _____

Official Use Only

Application received on _____

The following items have been addressed, reviewed and approved:

- Security/Crowd Control/Access
- Parking
- Safety Precautions
- Garbage/Recycling
- Utilities (e.g., restrooms, lighting, power)
- Signage
- Clean-up
- Staff/volunteers participating in the use
- Insurance Requirements approved by Risk Management
- Fees

Application approved yes _____ no _____

Permit issued on _____ and is valid on the following date(s) _____

Permit Number: _____