



THE CITY OF ARTESIA NEW MEXICO

511 W. TEXAS AVENUE (575) 746-3593 MAYOR
PO BOX 1310 (575) 746-2122 CITY CLERK
ARTESIA, NM 88211-1310 (575) 746-3886 FAX

CITY OF ARTESIA
REQUEST FOR USE OF FACILITIES

NAME: _____

ADDRESS: _____

PHONE: _____ TYPE OF EVENT: _____

DATE AND TIME OF EVENT: _____

REQUEST USE OF:

ROBERTS PARK []

JAYCEE PARK []

CENTRAL PARK []

Restrooms []

Restrooms []

Gazebo []

Shelter []

N. Shelter []

GUADALUPE PARK []

Band Shell []

W. Shelter []

Gazebo []

DAVIS PARK []

JAMAICA PARK []

EAGLE DRAW PARK []

BAISH PARK []

OTHER (Specify) _____

NOTE: NO ALCOHOLIC BEVERAGES WILL BE SERVED ON CITY PROPERTY.

REQUIREMENTS: (Fees must be paid in advance of use upon Council approval)

- BARRICADES (\$30 per location)
CONES - \$5.00 per 10 cones
LARGE POWER SUPPLY - 1 available (Jaycee and Roberts Park) \$50
SMALL POWER SUPPLY - 3 available (Jaycee and Roberts Park) \$35
POWER DISTRIBUTION PANELS - 2 available (Guadalupe, Central, Jaycee and Roberts Parks) \$35
LIGHTS (Roberts Park Band Stand - \$500 deposit)
EXTRA DUMPSTERS - \$25 each
POLICE ASSISTANCE (Applicable fees applied)
STANDBY FIRE/AMBULANCE (\$102 first hour, \$76 second hour, and \$19 each fraction thereof)

\$_____ TOTAL COST FOR USE OF FACILITIES (There will be a \$200 cap on fees)
(Cap excludes Police Assistance and Fire/Ambulance Service Fees)

APPROVAL CONTINGENT UPON RECEIPT OF ALL APPLICABLE FEES, LICENSE (S) AND DEPT APPROVALS
IF YOU ARE REQUESTING A STREET CLOSURE, WHICH STREET AND WHERE ARE YOU REQUESTING THE BARRICADES BE PLACED. CITY PERSONNEL ARE NOT RESPONSIBLE FOR SETTING UP AND TAKING DOWN OF THE BARRICADES OR EQUIPMENT FOR THE EVENT. NOTE: CITY PERSONNEL MUST HAVE 48 HOURS NOTICE ON PLACEMENT OF EQUIPMENT.
Proof of liability insurance coverage may be required.

MISCELLANEOUS:

BY SIGNING THIS FORM, I UNDERSTAND AND AGREE TO CLEAN THE FACILITY I/WE PLAN TO USE.

SIGNATURE _____

DATE: _____

See Reverse for Dept Approval

Department Approval:

Police Department: _____
Name & Title Date

Remarks

Fire Department: _____
Name & Title Date

Remarks

Parks Department: _____
Name & Title Date

Remarks

Streets Department: _____
Name & Title Date

Remarks

Solid Waste Department: _____
Name & Title Date

Remarks

CITY OF ARTESIA, NEW MEXICO

P.O. Box 13 10
511 W. Texas Avenue
Artesia, NM 88211-1310
(575)746-2122

WAIVER, RELEASE, AND INDEMNITY

In consideration for the approval of the Request to Use City Facilities (copy of request is attached),

I, _____, the _____ (title)
of _____, for good and valuable consideration, do hereby
(Name of Individual, Company or Organization)

irrevocably agree to the following:

Waiver and Release of Liability and Indemnity Agreement

Waiver of Liability

To save, hold harmless, release from liability, and fully indemnify the City of Artesia, New Mexico, its officials, employees and their insurers (collectively "City") from all death, injury, loss, claims, or damage (including, but not limited to, reasonable attorney's fees and costs and expenses of litigation) which may occur to any person or property as a result of the use or occupancy of the City Facilities and/or Premises, or which otherwise may accrue as a result of such use or occupancy, and hereby additionally waive and release the City from all such claims which may occur at any time as a result of the use or occupancy of the Facilities and/or Premises, and without respect to the identity of such person or persons affected by such death, injury, loss, claims, or damage, except only in the event that such occurrence shall be caused by the willful acts or omissions or gross negligence of the City.

I hereby further assume all of the risks of conducting this event and occupying and/or utilizing the City Facilities and premises. I further recognize that I and all attendees which may utilize the City Facilities and premises must abide by all rules and regulations for use of City Facilities/Property-, and/or any other lawful order or directive of any City employee or official.

I have read the foregoing and fully understand that this is a binding Agreement between the undersigned and the City.

Printed Name

Signature

Date