

REQUIRED INFORMATION MUST BE SUBMITTED WITH YOUR APPLICATION BEFORE IT CAN BE CONSIDERED. PLEASE CHECK THE INFORMATION PROVIDED.

- _____ 1. Map of the area involved, showing locations of barricades, security personnel, location of activities, fencing, entrances and exits.
- _____ 2. Written approval of all business owners, vendors and private land owners in the affected area.
- _____ 3. A written plan for notifying the community of the street closure (if applicable).
- _____ 4. Certificate of insurance naming the City of Idaho Springs as an additional insured. (See insurance requirements)
- _____ 5. Proof of a City of Idaho Springs business license (if applicable).
- _____ 6. Trash and sanitation plan (see “Trash and Comfort Station Rules and Regulations)
- _____ 7. **A \$10.00 deposit is required for each city owned traffic control device. Deposits must be in the form of cash or certified funds and will be returned only after all items are returned in proper condition.
- _____ 8. Timeline of events and locations.
- _____ 9. \$100 Clean-up deposit & \$50 Application fee per day
- _____ 10. Outside Agency approval signatures.

I hereby agree to indemnify the City of Idaho Springs, its council, agents and employees, and to hold them harmless as to any claim, liability or damages, including attorney fees and court costs, arising out of, or directly or indirectly resulting from the conduct of the above event.

Event Organizer Signature

Date