INSTRUCTIONS FOR COMPLETION OF
APPLICATION FOR USE PERMIT
IDAHO SPRINGS MUNICIPAL PROPERTY
(RIVER OUTFITTERS)

1. Please refer to Article II of Chapter 11 of the Idaho Springs Municipal Code (available on our website www.idahospringsco.com, see Municipal Code on the left side) pertaining to the use of Idaho Springs Municipal property as a point of embarkation and disembarkation for river running. This chapter will help clarify any questions you may have, as well as outlining some of the rules and regulations for the use of the property for this purpose.

The following is the parks definition as stated in the ISMC:

Sec. 11-1. Definition.

In this Chapter, *City park* means any park, playground, recreation facility or any other open space area owned, leased or under the control of the City government, whether located within or without the corporate boundary limits of the City.
(Ord. 8 §1, 2006)

Park. Any park or other parcel of property owned by the City which abuts Clear Creek.

2. Complete the top portion of the application for Use Permit.

3. Mail the application along with your Certificate of Insurance, Release of Liability Form, and copies of any licenses or permits you have been issued pursuant to Title 33 of the Colorado Revised Statutes, and the **$200.00 non-refundable use permit fee/ deposit** to City Clerk, City of Idaho Springs, P.O. Box 907, Idaho Springs, CO 80452.
The limits for liability insurance are as follows:
$600,000 combined single limit for bodily injury and property damage per occurrence; $600,000 combined single limit for bodily injury and property damage general aggregate; $600,000 combined single limit for bodily injury and property damage per accident for all motor vehicles used in Idaho Springs Municipal Parks.

4. If you have a pre-printed release of liability form which does not have language releasing the City of Idaho Springs from liability, you must agree to use the Idaho Springs Release of Liability Form in addition to your own release of liability form. Then mail this agreement with the above-referenced forms. If your release of liability form already releases the City of Idaho Springs, please send it with all the other forms.

5. If you have a business location within the City limits, you are required to have an Idaho Springs Business License and sign permit (both forms are available on our website). **NOT ALL ZONES ARE APPROVED FOR RAFTING OPERATIONS .** All vehicles and equipment must be contained on the business property. Please check with City Hall if you have any questions about locations.

APPLICATION FOR USE PERMIT
IDAHO SPRINGS MUNICIPAL PROPERTY

GENERAL INFORMATION

BUSINESS NAME: _____

MAILING ADDRESS: _____

OPERATION ADDRESS: _____

PHONE: _____

STATE OUTFITTERS LICENSE#_____ (attach copy of license)

OWNER INFORMATION

CHECK ONE:
SOLE PROPRIETOR__ PARTNERSHIP__ CORP.__LLC__OTHER __

NAME (S) OF AT LEAST (1) OWNER: _____

SIGNATURE OF OWNER (S): _____

Total Non-Refundable Use Permit Fee/Deposit Required: $ 200.00

Please Make Checks Payable To: CITY OF IDAHO SPRINGS

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FOLLOWING INFORMATION TO BE COMPLETED BY CITY CLERK

Certificate of Insurance Received?	YES	NO
Appropriate Limits Provided?	YES	NO
City of Idaho Springs Named as Additional Insured?	YES	NO
City of Idaho Springs Named as Certificate Holder?	YES	NO
Copy of Company's Release of Liability Form Naming City of Idaho Springs		
OR		
Idaho Springs Release of Liability Form Agreement Completed?	YES	NO

DEPOSIT RECEIVED: $_____
DATE: _____

CITY OF IDAHO SPRINGS
PO BOX 907
IDAHO SPRINGS, COLORADO
80452-0907 _____, 20____
YEAR-END RAFTING CLIENT REPORT

Name of Company: _____

Mailing Address: _____

Physical Address: _____

Phone _____ FAX_____

1. Total number of clients embarked or disembarked in Idaho Springs Municipal Parks this season: _____

Clients x .75/client $_____

2. Minus: Use Permit Fee (**non-refundable**) Paid at issuance of license: $ - 200.00

3. Equals total payment due to the City of Idaho Springs (If this is a negative amount, no payment is due). $_____

4. Signature of authorized owner/partner/manager: _____

****

This report and any payment, if due, must be sent to the City of Idaho Springs on or **before September 30 of the permit year to avoid the 10% or $50.00 late fee (whichever is greater)**. Mail completed report and year-end payment (if applicable) to:

City Clerk
City of Idaho Springs
P.O. Box 907
Idaho Springs, Colorado 80452-0907

Should you have any questions regarding this application or the process please call the City Clerk (303) 567-4421.

CITY OF IDAHO SPRINGS
STATE OF COLORADO

WAIVER AND RELEASE OF LIABILITY

For the purposes complying with Article II of Chapter 11 of the Idaho Springs Municipal Code, and in consideration of being authorized to use City parks as a client of _____, a River Outfitter, the undersigned does hereby, on behalf of him- or herself, and his or her heirs, personal representatives, successors and assigns, waive and release the City of Idaho Springs, its officers, agents and employees, of and from any and all claims, actions, causes of action, demands, rights, damages, costs, loss of service, expenses and compensation whatever which the undersigned now has or which may hereafter accrue on account of or in any way growing out of all known and unknown, foreseen and unforeseen bodily and personal injuries and property damages, and the consequences thereof, resulting from the use of such City parks and other public property as a client of the said River Outfitter.

DATED this _____ day of _____,20____

_____
Client name printed (legibly)

_____
Client Signature

I (We), _____ agree to use the City of Idaho Springs' pre-printed "Waiver and Release of Liability", for every client who requests your services.

Date:_____

Signed by owner:

_____

State of _____

County of _____

Subscribed and sworn to before me this _____day of _____, year of _____.

Witness my hand and official seal.

My commission expires_____.

SEAL

_____
Notary Public Signature