

City of Chestermere
Policy Handbook

EFFECTIVE DATE: September 18, 2006	SECTION: 700 POLICY: 703
APPROVED BY: COUNCIL	SUBJECT: Tent Usage
REVISED DATE: September 17, 2007 March 2, 2015	PAGE NO.: 1 of 4

PURPOSE AND INTENT

The City of Chestermere has one (1) tent measuring 20' X 20' that is available for use by non-profit organizations and local businesses. The tent has removable walls.

POLICY

1. The City of Chestermere tent is available for use to **non-profit organizations** provided the group:
 - a. Is located within the Chestermere Conrich Regional Recreation district.
 - b. Pays a deposit of \$500.00 to the Municipal Office prior to use. The deposit cheque will not be cashed but will be held by the City until the tent has been dismantled and inspected by the Parks Department. City appointed Boards and Committees are not required to pay a deposit.
 - c. Acquires the appropriate "locate" information for buried facilities. The Parks Department staff will not erect the tent unless "locates" have been received by day of set up.

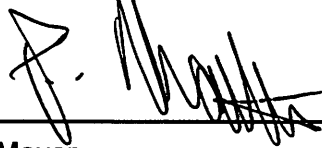
2. The City of Chestermere tent is available for use to **local businesses** provided the business:
 - a. Is located within the City of Chestermere.
 - b. Pays a deposit of \$500.00 to the Municipal Office prior to use. The deposit cheque will not be cashed but will be held by the City until the tent has been dismantled and inspected by the Parks Department.
 - c. Acquires the appropriate "locate" information for buried facilities. The Parks Department staff will not erect the tent unless "locates" have been received by day of set up.
 - d. Makes a \$300.00 donation to a local non-profit organization and provides a receipt for such when paying the deposit.

3. All users must complete the Tent Use Information Form and sign the Waiver of Liability and Release Form (as attached) prior to using the tent.

4. All users are responsible to notify the Public Works Department at least 2 weeks prior to the date of use.
5. Parks Department Staff will set up and dismantle the tent on weekdays only; we are closed on weekends and all Statutory holidays.
6. The City reserves the right to retain a portion or all of the deposit in the event that there is damage to the tent.

Adopted by Council: September 17, 2007

Resolution No. ~~387-07~~ 177-15 *AM*



Mayor



CAO

Waiver of Liability and Release City of Chestermere Tent Usage

PLEASE READ THE FOLLOWING CAREFULLY. If you have any questions, have them answered before signing the document.

In consideration of being permitted to use the City owned tent on this _____ day of _____, 20____ I (name) _____, in full recognition and appreciation of the potential dangers do hereby waive, release and forever discharge the City of Chestermere, its officers, agents and employees from and against any and all claims, demands, actions or causes of action for costs, expenses or damages to public and/or personal property or personal injury or death, which may result from the use of the tent on the above noted date.

I assume full responsibility for any injuries or damages resulting from my use of the tent including responsibility for using reasonable judgement in all aspects of the use of the tent. I recognize and understand that there are potential hazards, and that my participation is solely at my own risk and that I assume full responsibility for any resulting injuries and damages. I also understand that this Waiver of Liability and Release binds my heirs, executors, administrators and assigns as well as myself.

I acknowledge that I have read and understand this entire Waiver of Liability and Release, and I agree to be legally bound by it.

Location for tent to be erected: _____

Participants Name: _____

Participants Signature: _____

Witness: _____

City of Chestermere Tent Usage Information Form

Contact Name:
Non Profit Organization:/Business
Mailing Address:
Phone:
e-mail:
Location for tent to be erected:
Date Tent to be erected:
Date tent to be dismantled:
Any other information:

Signature: _____

Date: _____

Damage Deposit: \$500.00 Date Paid:	Receipt No:
Date Damage Deposit Returned:	Returned By: