



SILVER PARK BOAT LANDING & PARKING AREA

SPECIAL USE PERMIT/COMMERCIAL APPLICATION CHECKLIST

Your application will not be accepted until all items on the checklist are submitted as a package. For seasonal scheduling, requests should be submitted by March 1 of each year.

- A complete Special Use Permit Commercial Agreement
- City of Missoula Business License
- A Certificate of Insurance from your insurance provider which shows:
 - The permit applicant as the insured party
 - A minimum of \$750,000/occurrence and \$1.5 million/general aggregate.
 - Valid date throughout the requested permit dates.
 - City of Missoula as an Additional Insured on the certificate.
- Deposit Fee of \$200.00 for Season

Questions please contact: Shirley Kinsey, Recreation Manager
552-6273
skinsey@ci.missoula.mt.us

Thanks for your cooperation!



SPECIAL USE PERMIT

SILVER PARK BOAT LANDING & PARKING AREA: COMMERCIAL USE AGREEMENT

Missoula Parks and Recreation, 600 Clegg Lane, (406) 552-6273 or 721-PARK Fax (406) 552-6275

In consideration of the covenants herein expressed, the City of Missoula Parks and Recreation Department herein called the "City", does hereby grant permission to:

(Name of Organization)

(Organization Representative)

Address: _____

City: _____ State: _____ Zip: _____

Phone: Days _____ E-Mail Address: _____

2nd Contact Person _____ Phone _____

Specified Area in Park: SILVER PARK: PARKING AREA AND BOAT LANDING

Date of Use: From _____ To _____, 2012.

Time of Use: From _____ To _____

Special requirements of this permit: _____

CHECK LIST:

- City of Missoula Business License (copy)
- Deposit Fee: \$200.00 Date Paid: _____
- Copy of Special Use Permit Agreement Terms and Conditions To Permit Holder
- Copy of Liability Insurance from Permit Holder naming City of Missoula as an additionally insured party (see terms and conditions for details).

The Special Use Permit constitutes the entire agreement between the parties hereto.

Missoula Parks and Recreation Approval BY: _____

The parties have hereunto executed this document _____, 2012.

The User has received and Agrees to the Special Use Permit Terms and Conditions.

Organization Representative (Signature) _____

Name (Printed): _____ Title: _____

Silver Park Boat Landing and Parking Area Regulations

All commercial enterprises or non-profit organizations using City of Missoula property to conduct business, or run education/recreation programs are required to obtain a Special Use Permit – Silver Park Boat Landing/Parking Commercial Use.

- **SILVER PARK BOAT LANDING IS RECOMMENDED AS “TAKE-OUT ONLY”** – DANGEROUS DIVERSION DAM DOWNSTREAM – LAUNCHING FROM SILVER PARK SITE NOT RECOMMENDED.
- DAY USE ONLY – NO OVERNIGHT CAMPING.
- NO FIRES.
- KEEP PETS ON LEASH & PICK UP ALL PET WASTE.
- NO FIREWORKS ALLOWED.
- NO GLASS CONTAINERS ALLOWED IN THE PARK OR ON THE BOAT LANDING.
- RIVER IS CLOSED TO ALL MOTORIZED USE. SEE [HTTP://FWP.MT.GOV](http://FWP.MT.GOV) FOR MORE INFORMATION.
- SPECIAL USE PERMIT HOLDERS ARE RESPONSIBLE FOR THEIR GROUP'S GARBAGE. PACK IT IN. PACK IT OUT.
 - Commercial Users must remove all trash from the facility area to prevent forfeiture of deposit. If deposit will not cover the cost of trash removal or damage done at area, permit holder will be invoiced for the actual cost of clean-up or damage.
- **PARKING AREA IS CLOSED TO BOAT LANDING PARKING DURING OSPREY HOME GAMES.**
- ALCOHOL CONSUMED IN SILVER PARK REQUIRES A MISSOULA PARKS & RECREATION ALCOHOL PERMIT.

Boat Landing Etiquette

- Boat landing for loading and unloading only. No swimming from or near landing.
- Park vehicles away from boat landing.
- Have gear organized to minimize your load time.
- Be careful of trail users – they have the right of way.
- Always check water conditions before using landing.

➤ **ADDRESS QUESTIONS OR CONCERNS REGARDING USE TO SHIRLEY KINSEY, RECREATION MANAGER, AT 552-6273.**

➤ **IF CONCERNS ARISE AFTER REGULAR BUSINESS HOURS CALL 552-6273 AND SPEAK WITH MANAGER ON CALL.**

Special Use Permit Agreement Terms and Conditions:

Organization/Organization Representative referred to as USER in Terms & Conditions.

1. The Missoula Parks and Recreation will not issue an assurance of a Special Use Permit without required documentation. The USER is responsible and required to obtain all licenses and permits required by Federal, State, and County or Municipal government. Licenses and permits could include; a copy of your city business license, non-profit ID, and if applicable, your Workman's Compensation I.D.
2. The USER hereby indemnifies and holds the City of Missoula harmless of and free from any and all loss, damage or injury to any person or persons, whomsoever, or property, arising from any cause or for any reason whatsoever in or about the described facilities; and the USER further agrees to waive all claims against the City on account of any loss, damage or injury from whatever cause which may occur to it and its property in the use and occupancy of said described premises, the giving of this waiver being one of the considerations upon which this Special Use Permit is granted.
- 3 **The USER agrees to furnish to the City of Missoula a CERTIFICATE OF INSURANCE** which shall state that no coverage shall be amended, altered, canceled, or reduced without giving at least ten (10) days written notice, by the insurance company, to the insured and the City of Missoula. The limits of liability coverage for the period of this agreement shall be a minimum \$ 750,000/occurrence and \$1.5 million/general aggregate and the City of Missoula shall be named on the Certificate of Insurance as an additional party insured. The Certificate of Insurance must be filed with the agreement, and this agreement shall not be approved, signed or put into effect until the Certificate of Insurance has been received.
4. The Parks and Recreation Department will provide guidelines for users special needs on a case by case basis. Electricity is available at Kiwanis Park. Electricity is available at Bonner band shell for 2 hours per day. Users must provide all their own equipment. The Parks and Recreation Department is not responsible for losses due to electrical failures or weather conditions beyond our control.
5. The USER shall not assign or transfer this Special Use Permit or sublet any portion thereof without the written consent of the City of Missoula.
6. The USER, either as an individual or on behalf of a group or organization, hereby agrees that this permit shall not be used in any manner that would discriminate against any person or persons on the basis of sex, marital status, age, physical or mental challenge, race, color, creed, religion, or national origin.
7. Any Alcohol being served or sold to the public at large needs to be provide through a business with a Cabaret License, or organization needs to obtain a Special Revenue Permit from the State of Montana.
9. The USER **is** responsible for picking up all garbage generated from the event and removing from site.
10. The USER will be responsible for any and all damages that occur to Parks and Recreation facilities due to USER'S negligence or willful action.
11. The Missoula Parks and Rec. Dept shall have the right to terminate Special Use Permits if it is determined the USER is not acting in the best interest of the general public or the City of Missoula.

THIS IS A TWO SIDED DOCUMENT

12. The USER shall pay a damage/security deposit of \$200 if using a tent or canopy at the time the agreement is signed. This deposit fee will be released after the event if all requirements of the agreement are met. Prior to release of a deposit for groups choosing to erect a tent or canopy, the MP&R will not release the damage deposit until irrigation lines near the canopy and/or tent sites have been inspected for damage. Inspection time will normally be within 5 working days. NOTE: Irrigation lines and designated sites are not clearly marked, users erecting canopies or tents do so at their own risk, and will be held liable for damages.
13. Deposit Checks not pick up by November 1 will be destroyed.
14. The Parks and Recreation Department reserves the right to allow more than one Special Use Permit at a facility, park, or on conservation lands.
15. USER agrees that the City of Missoula and/or its designated representatives may enter upon the used facilities or area as described herein at all reasonable times to make inspection in conformity with this Special Use Permit Agreement.
16. Permit being issued for an event / work / or educational purposes on conservation lands will be given separate terms and conditions as related to the specific area to be used. USER agrees to abide by all rules and regulations of these attached terms specific to use of conservation lands.