



**Village of Lake Orion**

21 E. Church Street  
Lake Orion, Michigan 48362  
Tel 248.693.8391  
Fax 248.693.5874  
[www.lakeorion.org](http://www.lakeorion.org)

**EVENT PERMIT APPLICATION**

**\*\* ATTN: APPLICATION NEEDS TO BE TURNED IN 120 DAYS PRIOR TO EVENT\*\***

Date of Application: 4/19/24	Date Application Fee Paid:
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Sponsoring Organization's Legal Name:  
Village of Lake Orion, Downtown Development Authority

Phone 248-693-9742	Fax —
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Email bloom@downtownlakeorion.org	Website downtownlakeorion.org
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Sponsoring Organization's Agent Name:  
Janet Bloom

Phone 248-693-9742	Fax —
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Email bloom@downtownlakeorion.org	Website downtownlakeorion.org
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Event Name: Lake Orion Live (LOLive!) Gazebo Concert Series

Event Details: (Provide a detailed description of all activities that will take place. Attach additional sheets if necessary) Live music in the Children's Park Gazebo on Wednesdays in July and August.

Date/Hours of Event:  
July 10, 17, 24, 31 and August 7, 14, 28, 2024.  
6:30 pm - 8 pm

Date/Hours of Set-up and Tear Down:  
Same as above for dates.  
Set up 5pm.  
Tear down 8pm.

Event Location and Boundaries



**Event Location and Boundaries**

Children's Park Gazebo and Lawn for seating.

*Include an Event Map which clearly shows the locations for each activity during the event, including but not limited to the following:*

- Tent locations
- Parking / loading areas
- Food / drink stations
- Streets and parking lots to be closed
- Walk / run routes
- Anticipated staffing
- Loading locations
- Porta John locations and number
- Trash/dumpster
- Event staff parking

Will street closures and/or Parking Lot closures be necessary:     Yes     No

If yes, describe, including: date and time of closures, setup schedule and take down schedule, and time you will need the parking lot for deliveries.

Coordinating with Another Event:

YES     NO

If Yes, Event Name

—

Event Name/Details:

—

**Event Information**

Type of Event *(See definitions attached to information page)*

Village Operated     DDA     Individual     Co-Sponsored     Group

Indicate Status

Non-Profit\*     Not-for-Profit     For-Profit

**\*If the event is sponsored by a Non-Profit please provide proof of non-profit status.**

<p>Annual Event: Is this event expected to occur next year? <input checked="" type="checkbox"/> Yes ( ) No          If Yes, you can reserve a date for next year with this application. To reserve dates for consideration for next year please provide the next year's specific dates. Event Application Form will need to be filled out for each year's event.</p> <p style="text-align: center;">2025 - July 2, 9, 16, 23, 30 and August 6, 13, 27</p>
<p>Is this event a Fund raiser? ( ) Yes <input checked="" type="checkbox"/> No          If YES, indicate beneficiary information:</p>
<p>Is this the first time the event is being held in the Village of Lake Orion? ( ) Yes <input checked="" type="checkbox"/> No          Describe: Held every year in July and August.</p>
<p>Was this event previously held outside the Village of Lake Orion? ( ) Yes <input checked="" type="checkbox"/> No          Describe:</p>
<p>Total estimated attendance each day 400 people</p>
<p>What parking arrangements will be necessary to accommodate attendance?          Describe: Parking on S. Broadway and Children's Park parking lot (PS)</p> <p><b>NOTE: For events over 100 people, you must submit a parking plan.</b></p>
<p>How will trash be handled?          Describe: Use of trash receptacles in the park</p>



<p>Is amplification of music or speakers planned or anticipated? <input checked="" type="checkbox"/> Yes ( ) No If yes, describe, including the dates and times and the maximum limit and amplification:</p> <p>In accordance with Village guidelines, One amplifier pointed NW and the other pointed S towards the crowd.</p>
<p>Will tents be used: ( ) Yes <input checked="" type="checkbox"/> No If yes, indicate number of tents, use of each, location and size:</p>
<p>Portable restrooms: <input checked="" type="checkbox"/> Yes ( ) No If yes, number of portable restrooms and location: 1 handicap accessible/ by Horseshoe area (see map)</p>
<p>Will alcoholic beverages be served: ( ) Yes <input checked="" type="checkbox"/> No If yes, describe:</p> <p>Is liquor license issued by the State of Michigan? ( ) Yes ( ) No? If yes, whose name is the license issued to:</p> <p><b>Copy of License must be submitted to the Village within 15 days of the Event.</b></p>
<p>Will food and beverages be sold: ( ) Yes <input checked="" type="checkbox"/> No If yes, describe:</p> <p><b>All food vendors must be approved by the Oakland County Health Departments. No permit is necessary where only pre-packaged, ready-to-eat type foods are sold from a concession stand or booth.</b></p>
<p>Will merchandise be sold: ( ) Yes <input checked="" type="checkbox"/> No If yes, describe:</p>



**WILL THE EVENT REQUIRE THE USE OF ANY OF THE FOLLOWING MUNICIPAL EQUIPMENT?**

Electrical Connections:  Yes ( ) No

If yes, describe:

Use of gazebo electrical outlets.

Water: ( ) Yes  No

If yes, describe:

Barricades and/or Traffic cones: ( ) Yes  No

If yes, complete "REQUEST TO USE VILLAGE EQUIPMENT FORM":

Do you have need of emergency fire equipment, such as ambulance? ( ) Yes  No

If yes, describe:

Other Village services: ( ) Yes  No

If yes, describe:

**EVENT SIGNS**

Will this event include the use of signs?  Yes ( ) No

If yes, complete the "TEMPORARY SIGN PERMIT APPLICATION".


### CERTIFICATIONS AND SIGNATURES

I understand and agree on behalf of the sponsoring event the following must be provided 30 days prior to the event:

- A. A Certificate of Insurance in the amount of \$1,000,000 liability insurance and \$1,000,000 aggregate insurance must be provided which names the Village of Lake Orion as an additionally insured party on the policy. (See Insurance Certificate on "Required Documents for a Special Permit Sheet".)
- B. Event sponsors are required to sign a Hold Harmless Agreement form.
- C. Event sponsor is required to contact the Orion Township Fire Department at least one week prior to the event to set up a time for inspections prior to the event.
- D. All food vendors must be approved by the Oakland County Health Department.
- E. The approval of this Special Event may include additional requirements/and or limitations, based on the Village's review of this application.
- F. The sponsoring organization will provide a security deposit for the estimated fees as may be required by the Village and will promptly pay any billing for Village services which may be rendered.
- G. If the event is serving alcohol, a copy of the Liquor License issued by the State of Michigan shall be provided to the Village prior to the event.
- H. The Event contact persons list complete with cell phone numbers and email addresses shall be provided to the Village at least one week prior to the event.
- I. Advertising of the event is not recommended prior to approval of the Event Permit. Advertising of the event prior to the approval of the permit does not guarantee the event will be approved as advertised. Advertisement must include note that the advertisement is pending Village Approval.

As the duly authorized agent of the sponsoring organization, I hereby apply for approval of this special Event Permit, affirm the above understandings and agree that my sponsoring organization will comply with the Village Special Event Policy, the terms of the Written Confirmation of approval and all other Village requirements, ordinance and other laws which apply to this Special Event.

4/19/24  
Date

  
Signature of Sponsoring Organization's Agent

Matthew Gilg  
Print Name



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**TEMPORARY USE OF VILLAGE RIGHT-OF-WAY**  
 (PROPERTY, STREETS AND SIDEWALKS)

**APPLICANT INFORMATION**

Applicant Name: Janet Bloom Business Name: Lake Orion Downtown Development Authority  
 Applicant Phone #: 248-693-9742 Address: 118 N. Broadway St.  
 Applicant E-Mail: bloom@downtownlakeorion.org City, State, Zip: Lake Orion, MI 48362

**TYPE OF TEMPORARY USE**

Property/Right-of-way will be used for:  Building Maintenance  Business Sale/Event  Utility Installation

Briefly Describe Use/Project Activity: LOLive! live music concert series

**RIGHT-OF-WAY (ROW) TO BE USED**

Site Address: (Property adjacent to street/sidewalk/ROW) Children's Park Gazebo and Lawn for seating

Temporary Use of Right-of-Way Begins – Day: July 10, 17, 24, 31& August 7, 14, 28, 2024 Time: 5:00 pm

Temporary Use of Right-of-Way Ends – Day: July 10, 17, 24, 31& August 7, 14, 28, 2024 Time: 8:00 pm

**ADDITIONAL REQUIRED INFORMATION**

Please place your initials next to the items in the applicable column to acknowledge that all items are included with your application.

Required for Special Event Applications	Required for General Obstruction of Public ROW Only
<input checked="" type="checkbox"/> Anticipated Attendance	<input type="checkbox"/> Sketch of Project Area
<input checked="" type="checkbox"/> Event Map	<input type="checkbox"/> Hold Harmless Agreement
<input checked="" type="checkbox"/> Hold Harmless Agreement	<input type="checkbox"/> Barrier Plan/ Safe Route Plan
<input type="checkbox"/> License Agreement (if applicable - to be approved by Village Council)	<b>Additional Items for Excavation / Construction on Public Property</b>
<input checked="" type="checkbox"/> Parking Plan	<input type="checkbox"/> Application Fee
<input checked="" type="checkbox"/> Sign Application (if applicable)	<input type="checkbox"/> Insurance Certificate
<input checked="" type="checkbox"/> Insurance Certificate (Village)	<input type="checkbox"/> Copy of License
<input type="checkbox"/> Approvals from all applicable outside agencies	<input type="checkbox"/> \$1,000 Escrow Deposit
	<input type="checkbox"/> Construction Detail
	<input type="checkbox"/> Soil Erosion Sedimentation Control

I, the undersigned, understand that the Village Hold Harmless Agreement must be completed and must accompany this application. I understand I will be liable for damage done to any street or sidewalk and that I must fully cooperate with all Village departments. Failure to cooperate may lead to immediate revocation of this permit by the Village of Lake Orion.

Signature of Applicant: Janet L. Bloss Date: 4/19/24

\*\*\* To Be Completed by Village Administration \*\*\*

APPROVAL / COMMENTS BY

Police Chief: [Signature] Date: 4-24-2024

Special Events: Condition of approval is that the applicant must make arrangements for barricades and detour signs at least one week prior to event. When Flint Street is closed, temporary STOP signs must be installed on both eastbound and westbound Shadbolt at Anderson Street and any other locations that the Police Chief deems necessary.

Fire Chief: SEE ATTACHED. APPROVED WITH CONDITION: Date: 6-26-24

DPW Director: [Signature] Date: 5-21-24

Village Council: \_\_\_\_\_ Date: \_\_\_\_\_

OR

Village Manager: [Signature] Date: 6-25-24

Conditions of Approval: \_\_\_\_\_





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**HOLD HARMLESS AGREEMENT**

FOR AND IN CONSIDERATION of the granting by the Village of Lake Orion to permit/allow \*

<u>Lake Orion Live Gazebo Concert Series</u>	<u>July 10, 17, 24,31 and August7,14, 28 (6:30pm-8pm)</u>
Activity/Event	Dates and Time
<u>Children's Park Gazebo and Lawn for seating</u>	
General Description of Location	

as requested by the undersigned, the undersigned does hereby agree to fully hold harmless, defend and indemnify the Village of Lake Orion, and all of its officers, officials, agents and employees, with respect to all claims, losses, damages, causes of action, judgments, costs and expenses, including reasonable attorney fees, whether or not the same are now known, liquidated, discovered, discoverable or justifiable, which may be asserted, brought or rendered against, incurred or suffered by, and/or imposed upon, the Village of Lake Orion and/or its officers, officials, agents and employees, by reason of or arising out of the grant or exercise of the rights stated above granted by the Village of Lake Orion to the undersigned.

Janet L Bloom  
Applicant/Property Owner/Contractor Signature\*\*

[Signature]  
Witness One Signature \*\*\*

Janet L. Bloom  
Applicant/Property Owner/Contractor Printed Name

Matthew Gibb  
Witness One Printed Name

4/19/24  
Date

Diane Kochis  
Witness Two Signature \*\*\*

Diane Kochis  
Witness Two Printed Name

\* Applicant MUST provide information regarding what the activity is, date(s), times activity will be held and the areas (public sidewalks, streets, parking spaces, etc.) that are affected.

\*\* If the activity is obstructing public right-of-way for work on private property, the property owner or contractor MUST provide their signature.

\*\*\* The signatures from two (2) witnesses are required.



# Charter Township of Orion

3365 Gregory Rd., Lake Orion MI 48359  
www.oriontownship.org

**Fire Department**

Phone: (248) 391-0304, ext. 2000  
Fax: (248) 309-6993

June 26, 2024

Village of Lake Orion  
21 E. Church Street  
Lake Orion, MI 48362

RE: Live Gazebo Concert Series

Lake Orion Village Council,

It is the recommendation of the Orion Township Fire Department that the event, Lake Orion Live Gazebo Concert Series 2024, be approved with the following condition.

1. There shall be no parking in the Fire Station parking lot or along Anderson Street.

*John Pender*

John Pender, Assistant Fire Chief  
Orion Township Fire Department



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### SIGN PERMIT APPLICATION

#### PROPERTY INFORMATION

Sign Site Address: M24 banner and on fence inside of Children's Park Parcel ID #: \_\_\_\_\_

Name of Business at Sign Location: \_\_\_\_\_ Zoning District: \_\_\_\_\_

#### OWNER INFORMATION

Property Owner Name: Village/DDA Address: \_\_\_\_\_

Property Owner Phone #: \_\_\_\_\_ E-Mail: \_\_\_\_\_

#### APPLICANT INFORMATION (If applicant is NOT property owner)

Applicant Name: Janet Bloom (Lake Orion DDA) Address: 118 N. Broadway St, Lake Orion, MI 48362

Applicant Phone #: 248-693-9742 E-Mail: bloom@downtownlakeorion.org

Applicant is: *(i.e. contractor or business owner or architect, etc.)* Lake Orion DDA Asst. Director

#### TYPE AND QUANTITY OF SIGN(S)

*Please indicate the quantity of each type of sign proposed.*

Permanent Sign(s):  Wall  Projecting  Ground Sign  Awning  Other

Temporary Sign(s):  Banner  Community Event  Class 1 (Adjustable Type)  Class 2 (A-Frame)

Temporary Display Dates: From May 1 To August 31, 2024

Name of Event: LOLive! Music Concert Series Date of Event: Weds, July 10-August 28

#### ADDITIONAL INFORMATION AND REQUIREMENTS

**1) Location Map:** A map identifying the location of all requested signs on the property or building must be provided or the application WILL NOT be reviewed.

**2) Sign Sketch Plan:** A scaled plan or drawing identifying the size and elements of all requested sign(s) on the property or building must be provided or the application WILL NOT be reviewed.

**3) Orion Township Building Permit:** An Orion Township building permit application must be included in order to erect any permanent signs.

I hereby agree to erect and remove (if applicable) signage exactly as approved on this application:

Signature of Property Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Applicant (or Contractor): Janet L. Bloom Date: 4/22/24

TO BE COMPLETED BY VILLAGE STAFF - Date Received:

Fee:

Receipt #:



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### **LOCATION MAP**

A location map must include the following information:

- All property lines, buildings, fences, parking lots, driveways and adjacent streets.
- The location of all existing signs.
- The location of all proposed signs.

### **SIGN SKETCH PLAN**

A sign sketch plan must include the following information:

- All sign dimensions.
- Wording of the sign.
- Building Signs: Must show length and width of building façade from grade and include roofline.
- Draw length, width, depth, and height of sign on building façade. Include all existing and proposed signage.
- Please note if any existing signage is to be removed.
- Any proposed internal or external lighting.
- Type of material sign is constructed from.

**ALL APPLICATIONS MUST BE IN COMPLIANCE WITH THE STANDARDS OF THE VILLAGE SIGN ORDINANCE, CHAPTER 155, AS AMENDED.**

**Live Concerts in  
Children's Park  
Wednesdays  
6 to 8:30 pm  
July - August**

*2023 sign  
Similar for 2024*



SPONSORED BY

FRONT STREET

20

EST. 2016  
LAKE ORION - MICHIGAN



Hosted by the Lake Orion Downtown Development Authority



Imagery ©2024 Airbus, Maxar Technologies, Map data ©2024 Google 20 ft

- P** - as indicated
- boundary
- trash

banner on fence,  
facing Children's Park  
(material: vinyl)  
Sign: event title/dates/  
sponsors/web address/  
social logos  
size: 4'x7'

Portajohn  
location  
(handicap)

Public restroom  
8AM-8pm



Imagery ©2024 Airbus, Maxar Technologies, Map data ©2024 100 ft

Additional banner on M-24,  
(Material: Vinyl)  
Sign: event title/dates/sponsors/  
web address/social logos  
Size: 9'x3'



### Gazebo Rental / License Agreement

Applicant Name Janet Bloom

Organization Name Lake Orion Downtown Development Authority

Street Address 118 N. Broadway

City Lake Orion State MI ZIP 48362

Phone Number (day) 248-693-9742 (eve) 248-320-7599

Requested Date & Day of Week July 10, 17, 24, 31 and August 7, 14, 28 Approved Date and Day ALL

Requested Hours 5 pm - 8 pm Approved Hours ALL

Purpose/Event LOLive! Music Concert Series

Number of Attendees 400

The applicant agrees to pay a rental fee of \$ 0 and a Security Deposit of \$ 0 at the time of reservation to secure & confirm the date and hours requested. Any damage or incomplete clean up will be charged to the Security Deposit and the person/organization renting the Gazebo at the rate of \$ COST per man hour in minimum increments of ½ hour. The area will be inspected by the Village of Lake Orion before and at the end of the rental period. Applicant agrees that all attendees will obey all the rules and regulations.

**Section 1 Introduction**

- A The Village of Lake Orion has established the following policies, rules, regulations and procedures to ensure the safe and efficient use and equitable availability of the Gazebo.
- B The primary concern is to see that the Gazebo is maintained for, used by and available for Village residents.
- C Definitions:
  1. Resident – a resident of the Village of Lake Orion or the owner of a tax paying business in the Village or an authorized representative of a non-profit organization located in the Village.
  2. Township resident – a resident of the Charter Township of Orion or the owner of tax paying business in the Township or an authorized representative of a non-profit organization located in the Township.
  3. Other – any other person



- D The scheduling is structured so that the Gazebo is not unfairly impacted by over use and that Children's Park is kept open for use by the public at all times.
- E The Village reserves the right to modify these policies, rules, regulations and procedures as may be required for the protection of the Gazebo and Children's Park and users of those facilities.
- F Although reserved use of the Gazebo is permitted by this Agreement, the Village of Lake Orion shall allow any unreserved portion of Children's Park to be available for open, public recreation activity on a first come/first served basis to the public.
- G The American Disabilities Act prohibits discrimination on the basis of disability, anyone or any group renting the Gazebo agrees to abide by the provision of that Act.

## **Section 2 Priority of Users**

- First – Village residents – in priority order - residents then businesses and non-profit organizations
- Second –Township residents – in priority order - residents then business and non-profit organizations
- Third – all others

## **Section 3 Gazebo Reservations**

- A Reservations must be made a minimum of two (2) weeks in advance of the date of the event. Reservations will not be accepted if the application is filed less than the two weeks before hand.
- B Rental requests/reservations will be accepted beginning November first for events in the following calendar year.
- C Each request will be judged on its own merits.
- D Full payment of the rental fee is due at the time the Rental Agreement form is submitted. The form will not be accepted without full payment. There are no exceptions.
- E Cancellation of the Gazebo Use permit by the applicant in writing thirty (30) days or more prior to the event will result in a refund of the fee minus a \$10 processing fee for Village residents and a \$25 fee for all others.
- F If the Gazebo Use permit is cancelled by the applicant in writing less than thirty (30) days but more than fourteen (14) days prior to the event, and if the Gazebo is rented by someone else for the cancelled date and time, the individual or group canceling the reservation shall receive a refund subject to the processing fee stated in provision E above.
- G If the Gazebo Use permit is cancelled fourteen or fewer days before the event, there shall be no refund.
- H If, in the judgment of the Village, an event is cancelled due to weather conditions which make an event/activity impossible or due to an Act of God beyond the control of the applicant, then either
  - a) a credit of the fee will be given and the event rescheduled at a mutually agreeable date or
  - b) the applicant may apply in writing to the Village for a refund.

## **Section 4 Fees and Charges**

- A The most recent schedule of fees for use of the Gazebo as adopted by the Lake Orion Village Council shall be attached to and considered part of this Agreement by reference.

- B In the event an individual or organization requires or requests special security needs or additional maintenance, the Village may negotiate a fee to cover the added expense to the Village.

#### **Section 5 Sales of Goods and/or Services**

- A The Village of Lake Orion reserves to itself the complete and exclusive right to regulate the sale of all goods and/or services sold or conducted on Village property including by not limited to souvenirs, programs, wearing apparel, records, tapes, CDs and similar type items.
- B All food concessions must be approved in advance by the Lake Orion Village Council and the Oakland County Health Department. However, cooking of any type shall not be permitted in the Gazebo.
- C The sale of any goods and/or services without the express written consent of the Lake Orion Village Council is prohibited.

#### **Section 6 Prohibited Activities**

- A The sale, use and/or possession of any State licensed substance including but not limited to alcoholic beverages, beer, wine, wine coolers, other spirits in any Village park is prohibited.
- B The sale, use and/or possession of any controlled substance including but not limited to any illegal drug as determined by Federal, State or Oakland County law is strictly prohibited.
- C Smoking of tobacco products is prohibited.
- D Glass containers of any type are prohibited.
- E Pets are prohibited in Children's Park and on the Gazebo.
- F Feeding and/or chasing the ducks is prohibited.
- G Activities that violate any Village Ordinance or other law are prohibited.
- H Open flames including the burning of candles is prohibited.
- I Decorations shall not be attached to the Gazebo with nails, screws, push pins or other fastening materials that do or may change the condition or appearance of the Gazebo in any way. Decorations shall not be tied or attached to any trees, vegetation or structures in the Park.

#### **Section 7 Facility Use Regulations**

- A Except for the temporary seating, if any, that is shown on the attached plan, this Agreement only covers the Gazebo and is only for the hours requested and approved. The remainder of Children's Park and the equipment in it are and will remain open for use by the public.
- B In the event a Village function conflicts with an individual's or organization's reservation for use of the Gazebo, the Village's event shall have priority. The individual or organization will be allowed to re-schedule its event or receive a refund of the entire amount paid without penalty.
- C The Village shall have the right and discretion to cancel this Agreement and any permission granted to the applicant to use the Gazebo or to refuse to rent the Gazebo to the applicant in the future if the individual or organization fails to abide by the terms of this Agreement.

- D The applicant shall leave the Gazebo clean and free of any debris, decorations, food particles or other material. All such refuse shall be placed in the containers provided in the Park.
- E Children 12 years old and younger shall be supervised by an adult at all times, and the children are not permitted to chase or feed the ducks at any time.

**Section 8 Indemnification, Damage Responsibility and Liability Insurance**

- A For and in consideration of the grant by the Village of Lake Orion for the use of the Gazebo in Children's Park as requested, the Applicant hereby agrees to fully hold harmless, defend and indemnify the Village of Lake Orion and all of its officers, officials and employees with respect to all claims, losses, damages, causes of action, judgments, costs and expenses including reasonable attorney fees, whether or not the same are now known, liquidated, discovered, discoverable or justifiable, which may be asserted, brought or rendered against, incurred or suffered by, and/or imposed upon the Village of Lake Orion, and/or its officers, officials and employees by reason of or arising out of the grant or exercise of the rights granted by the Village of Lake Orion to Applicant.
- B Applicant shall be responsible for any costs and expenses incurred by the Village in repairing or replacing any parts of the Gazebo or other Village property in the Park that is damaged during and as a result of the Event.
- C A Certificate of Insurance naming the Village of Lake Orion as an "additional insured" and "Certificate Holder" and indicating comprehensive general liability coverage of not less than \$1,000,000.00 is required from any organization seeking to rent the Gazebo. Such certificate shall be received by the Village of Lake Orion prior to this Agreement being signed by the Village.
- D An individual seeking to rent the Gazebo shall provide to the Village a copy of his homeowners insurance policy with a minimum of \$100,000.00 liability coverage and with an expiration date subsequent to the date for which use of the Gazebo is being sought.

**Section 9 Amendments**

The Village of Lake Orion reserves the right to amend the terms of this Agreement as conditions warrant it. The applicant will be notified if such amendment in any way impacts on the use of the Gazebo for the date(s) indicated above.

I acknowledge and represent that I have read the terms of this Agreement, that all persons using the Gazebo and Park shall abide by all terms of this Agreement and that if I am signing on behalf of an organization, that I have the legal authority to do so and bind that organization to this Agreement.

*Witnesses:* (Print names below signatures)

Diane Kochis  
Diane Kochis

**Signed**

Janet L. Bloom  
 Signature

Janet Bloom  
 Print name

Lake Orion DDA, Asst. Director  
 Organization & Title