



TOWN OF MILLS
EST. 1921

Town of Mills
704 Fourth Street / PO Box 789
Mills, WY, 82644
307-234-6679

Permit # _____

Fee \$ _____

Application for Use of Public Spaces

Fees Are Nonrefundable

Area Requested (Check Appropriate Box)

<input type="checkbox"/>	FIRST STREET PARK BALL FIELD	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	RIVER AREA #1 (East of 4th Street)
<input type="checkbox"/>	OTHER: _____	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	RIVER AREA #2 (West of 4th Street)

APPLICANT INFORMATION			
APPLICANT: Jennifer Beuros - Garden Gate Food Festival			
CONTACT PERSON: Jennifer Beuros			
ADDRESS: 2277 1/2 1st St BLUE AVE.			
CITY: Casper		STATE: WY	
TELEPHONE: 307-265-2526			CELL: 307-267-1270

EVENT INFORMATION			
EVENT NAME: Trunk-or-Treat			
TYPE OF EVENT:	<input type="checkbox"/> FOOD TRUCK	<input type="checkbox"/> VENDOR	<input type="checkbox"/> ARTS/CRAFTS
(Select One)	<input type="checkbox"/> CONCERT	<input type="checkbox"/> FUND RAISER	<input type="checkbox"/> SPORTS EVENT
			<input checked="" type="checkbox"/> OTHER _____
EVENT DATE: 10/31/21	EVENT TIME: FROM 1:00 TO 3:00		
ESTIMATED NUMBER OF PEOPLE: 500+	ALCOHOL PERMIT: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>		

FEES	
OPEN CONTAINER WAIVER REQUEST FEE IS \$50.00 PER DAY	
TOWN OF MILLS PERMIT FEES ARE NON-REFUNDABLE:	TOTAL: 0.00

All Town Public Space reservations must be made through the Town of Mills. Public Spaces are reserved on a first-come, first served basis. Reservations cannot be made more than one year in advance. Notice that these are public areas and there may also be others that will use these areas during your scheduled event. By signing this contract, I (We) understand that the usage of these areas includes trash removal and areas are expected to be left in the same condition as they were provided. Maintenance and improvements must be cleared through the Town of Mills.

I hereby certify that I have read and examined this application and know the same to be true and correct. In completing this application, the undersigned agrees to conform to all applicable laws of the State of Wyoming and the Town of Mills.

(NO GLASS BOTTLES OR CONTAINERS ON TOWN OF MILLS PROPERTY)

APPLICANTS SIGNATURE:	DATE: 9/21/21
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TOWN OFFICIALS	
APPROVAL SIGNATURE:	APPROVAL DATE:

Permit Issued Subject To Provisions of Town Ordinance



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The following list of policies and procedures are to be followed by persons using Town of Mills property.

1. The signature of the applicant (below) indicates that all policies and procedures for the use of Town owned property have been read and that the applicant understands and agrees to adhere to them.

2. The person signing this form personally and on behalf of the group accepts any and all responsibility or liability for 1) the care and use of Town property used by the group; 2) the conduct of the event; and 3) the conduct of the participants and spectators of the event at the facility.

3. When the event is over, property must be left in a clean and orderly condition. If additional clean-up is required, the person signing this form will be billed for the cost of the clean-up.

4. Security is the responsibility of the group requesting the use of the property (not the Town of Mills).

5. User groups will provide additional supervision, at their own expense, as the Town Council may determine necessary for the activity.

6. The Town of Mills reserves the right to refuse the use of any Town-owned facility or property to any individual or group.

7. Persons shall NOT ride, drive, or operate any automobile, motorcycle, bicycle, or other vehicle, or ride any animal on Town property except on established roads and parking lots unless special arrangements are made for the purpose of setting up and dismantling equipment.

8. Activities will not be allowed past 10:00 p.m...

9. Alcoholic beverages are prohibited without a permit.

10. The Town of Mills will not be responsible for providing audio-visual equipment, sound systems, extension cords, tables, chairs, benches, etc..

11. The applicant(s) requesting use of Town of Mills facilities and/or property agrees to protect and hold the Town of Mills, its elected and appointed officials and employees harmless from and against all claims, damages, and causes of action of any kind or character, including the cost of defense thereof, arising out of the group's or individual's use and/or actions in connection with this policy, except when such fault is solely and entirely the fault of the Town of Mills.

12. The applicant(s) shall procure and provide evidence to the Town of an insurance endorsement/certificate naming the Town as covered party with no less than 1 million dollars of coverage.

Applicant/Group Name: Garden Court Real Estate

Date of Use Requested: 10/31/21 Requested Times of Use: 11:00-4:00 (Begin/End Time)

Purpose of Use: Trunk-or-treat

[Signature] 9/21/21 Date of Application
Applicant Signature