



**City of Villa Rica**  
**SPECIAL EVENT PERMIT**

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Applicant(s) Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Secondary Contact: \_\_\_\_\_ Number: \_\_\_\_\_

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Special Event Date: \_\_\_\_\_

Starting Time: \_\_\_\_\_ Ending Time: \_\_\_\_\_

Description of Special Event: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Road Closing (if applicable): \_\_\_\_\_

\_\_\_\_\_

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I hereby certify that \_\_\_\_\_ signed his/her name to the foregoing application after stating to me that he/she knew and understood all statements and answers made therein, and, under oath actually administered by me, has sworn that said statements and answers are true.

The Permittee of the Special Event shall carry permit during the event. Road closing, if applicable, will be conducted in an orderly and safe manner. The Chief of Police of the City of Villa Rica will insure that the special event will not substantially interrupt the safe and orderly movement of traffic nor divert so great a number of officers as to prevent normal police protection to the City. The Special Event shall not cause injury to persons or properties, provoke disorderly conduct, or create an unreasonable and unlawful disturbance. The Permittee will be held accountable for all trash and debris associated with the event, and all City ordinances will be followed.

**Name of Permittee:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Approved:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Mayor, City of Villa Rica**



## AFFIDAVIT OF AGREEMENT

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I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief. I agree to comply with all the requirements of the City, County, State, Federal Government, and any other applicable entity which may pertain to the conduct of the Event. I agree to abide by these rules and further certify that I on behalf of the Host Organization am also authorized to commit that organization, and therefore agree to be financially responsible for any costs and fees that may be incurred by or on behalf of to the Event to the City of Villa Rica.

I agree to reimburse the City of Villa Rica (hereafter called “City”) for all loss incurred by it in repairing or replacing damage to City property proximately caused by the permittee, its officers, employee, agents, monitors, or any other persons attending or forming the special event who were, or should have been, under the permittee’s control. Persons who merely attend or join in a special event are not considered by that reason alone to be “under the control” of the permittee.

The permittee further agrees to defend without costs, indemnify, and hold harmless the City, its officers, agents, and employees from any liability to any persons, damages, losses, or injuries arising out of or alleged to arise out of the permitted event, which was proximately caused by the actions of the permittee, its officers, employees, agents, including monitors, or any other persons attending or joining in the event who were, or reasonably should have been under the control of the permittee. Persons who merely attend or join in an event are not considered by that reason alone to be “under the control” of the permittee.

I understand and agree to comply with all the terms of the above Affidavit of Agreement if my application has been approved and all special conditions and required advance payments have been met.

**Print Name of Applicant /Host Organization** \_\_\_\_\_

**Title:** Event Organizer \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_