



**CORPORATION OF LIBERTY
P.O. BOX 7
LIBERTY, IN 47353
PHONE (765) 458-5823**

REQUEST FOR STREET CLOSURE/IDEMNIFICATION AND HOLD HARMLESS

Street closure requests shall come before the Liberty Town Council during its regular session, and must be accompanied by a completed and signed copy of the "Request for Street Closure-Application and Execution of the Indemnification and Hold Harmless Agreement set forth therein. It shall be the sole responsibility of the individual/organization requesting closure arrangements with the Utilities Superintendent or assistant for the pick-up/return times. The signatory of the application shall be financially responsible for any damages or losses to loaned equipment. The requesting party is responsible for removing barricades and cones from the area of where the equipment was originally placed.

The requesting party must complete one form for each event. The requesting party must request each street closure no earlier than one month before the event. The requestor must be present at the Town Council meeting to present their request in the event the Town Council has questions regarding the closure.

The Corporation of Liberty reserves the right to remove loaned equipment during the street closure in the event it is needed for an emergency.

The Corporation of Liberty further reserves the right to require the requesting party to provide proof of adequate insurance coverage for the event necessitating the closing whereby the insurance policy names the Corporation, its Council, employees, servants and agents as additional insureds as a condition of granting the request.

Per Ordinance § 54.08 (C)(D) The trash containers the Town owns in the downtown business area will be picked up and disposed of by a Town employee the next day. The Town has set a \$ 35.00 fee for this service per Ordinance § 54.09(A). The \$ 35.00 must be paid previous to the event. Non-payment of this fee before the event could allow the Council to void the street closure. If the requesting party wishes to erect posters notifying the public of the when the street needs to be cleared, the requesting party will be charged \$ 5.00 per poster to be picked up from the Town Hall.

In the event the requesting party is sponsoring a race, the party must have individuals, outfitted in fluorescent yellow or orange vests, assigned to intersections to monitor traffic and protect the runners where barricades are not available.

The requesting party must consider not only the time of the event for the street closure, but also the time to set up and the time to take down as a part of the time of the closure. The street closure time request will not be altered after it is approved by the Town Council.

The Town reserves the right to deny any future street closures a requesting party may seek if the requesting party has not followed the guidelines set forth by the Town for previous street closures.

Moreover by signing this request, and in consideration of the granting of the request, the Permittee (the party seeking such closure), and its agents, hereby agrees to defend, hold harmless and defend the Corporation of Liberty, its Council, and all of its agents, servants, employees and assigns from and against all suits, causes of action, claims, losses, demands, and expenses, including without limitation, attorney's fees, expenses and costs of litigation, damage or any liability whatsoever, for death or injury to any person, or damage or destruction of any property of any person or party, arising from the negligent acts, errors, omissions, reckless or willful misconduct incident to the street closure and the event related to such closure on the part of the Permittee or the Permittee's agents, servants, assigns, or volunteers.

APPLICATION

Name/Organization: _____

Contact/Position with Organization: _____

Address: _____

Telephone of Contact Person: _____

Insurance: _____

Reason for Closure: _____

Requested Closure Time & Dates: _____

Requested Closure Area: (Please provide as much detail as possible)

By signing this request, I understand that the decision whether to grant it rests with the sole discretion of the Town Council and that I shall have to provide evidence of adequate insurance upon request. I also agree to comply with the terms and conditions set forth in this Procedure and Application, including without limitation the Indemnification and Hold Harmless clause set forth above. I also warrant that I have authority to execute this instrument on behalf of the Permittee:

Signature

Printed Name and Title

Date

Office Use Only

Certificate of Insurance received date:

\$ 35.00 fee received date: