

Tent Request Form

Revised 5/8/13

The purpose of this form is to determine the feasibility of installing a county tent at your function, and to enable the Greene County Department of Recreation to better serve your organization.

Type of Event: _____ Organization Conducting Event: _____

Date and Duration of Event: _____ Location: _____

Number of people expected to attend this event: __ 10-50, __ 51-149, or __ 150 or more

Please note: We use Greene County prison inmates and community service workers trained or experienced in installation of our tents. This crew is not permitted to work in close proximity to state prisoners or juveniles.

Will there be state prisoners or juveniles on the installation site on said date? If so please explain:

Contact Person: _____

Telephone _____ Cell _____ Fax _____

Secondary Contact Person: _____

Telephone _____ Cell _____ Fax _____

Please describe the location of installation and condition of the surface the tent is to be installed upon.

- | | |
|-----------------------------------|--------------------------------------|
| <input type="checkbox"/> Dirt | <input type="checkbox"/> Flat |
| <input type="checkbox"/> Grass | <input type="checkbox"/> Sloped |
| <input type="checkbox"/> Asphalt | <input type="checkbox"/> flood plain |
| <input type="checkbox"/> Concrete | <input type="checkbox"/> hill top |

If approved, we will try to schedule the installation 2 days in advance to allow for any unforeseen circumstances or weather conditions.

Please mail this request to:

The Greene County Commissioners

93 East High Street

Waynesburg, PA 15370

***** These tents are not available to private individuals or concerns.***

For Office Use Only

- Have checked with prison for scheduling conflict.***
- Have inspected installation site.***
- Have checked for scheduling conflicts with other installations.***
- Have approval of Greene County Commissioners.***
- Have coordinated any additional amenities to this installation with the Director of Recreation, Fairgrounds Manager and Buildings and Grounds Department.***

Tents

Site Preparation: You agree to have the installation area cleared before the date and time the tent is to be installed and to have the contents of the tent cleared out before the date the tent is to be taken down. You agree to: clearly mark or lay out the exact location of the tent; be present or have a representative present at the time of tent erection. In order to install or take down a tent, we must have clear unobstructed space that is larger than the tent by a minimum of 10 feet on each side and each end of the tent.

Necessary Permits and Licenses: **As applicable,** prior to the installation of the tent, you agree to obtain all necessary permits, licenses and other consents from the appropriate government agencies at your expense, and to furnish us with copies.

Subsurface Conditions: You agree to contact the appropriate authorities at least seventy-two (72) hours before tent erection is to begin, obtain their authorization to drive tent stakes or otherwise disturb soil, and inform us of the existence of any underground utilities (e.g., phone lines, gas lines, cable lines, septic system, etc.) or conditions that may interfere with our ability to stake and/or anchor tents. It is your responsibility to mark the location of underground utilities and inform our crew when they arrive at the job site.

Tent Staking: You agree, at your expense, to provide suitable surface for the erection of the tent. We assume no liability for holes, cracks, or other damage to concrete, asphalt, or any other surface on which a structure has been erected.

Weather-Related Risks: Tents are temporary structures and could possibly collapse during a severe rain, snow, or windstorm. Evacuation of tents in high winds, heavy snows, or extreme lightning is recommended. You agree that in the event of a predicted or actual storm or excessive winds, we may dismantle any previously installed rented tents and related item to ensure the safety of all persons involved. You assume all weather-related risks involved in holding an outdoor, tented event.

Risk of Loss or Damage: You agree to pay for any tents and related items lost, stolen, or damaged while in your possession, other than rain, hail, storm, tornado, high winds, fire caused by lightning or other disturbances of nature or Acts of God, provided that you notify us immediately.

Hold Harmless:

You agree to assume the risk of, and indemnify and hold harmless from and against any and all claims, demands, actions, lawsuits and proceedings of every kind, including costs, expenses, and attorneys' fees for personal injury or property damage caused by, connected with, or resulting from:

- (a) The delivery, loading, unloading, erection, installation, dismantling and use of the county tents and related items.
- (b) Contact with underground wires, pipes, cables, or other obstructions.
- (c) Necessary surface repairs.
- (d) Fire, rain, hail, sleet, snow, high winds, tornadoes, floods, or other disturbances of nature and other Acts of god causing tent failure; falling objects and aircraft; vehicle collision; and smoke, nuclear radiation or radioactive contamination.
- (e) Damage and/or cleaning expenses to tent top due to cooking processes under or near tents.

I have read and understand my obligations in using a county tent.

Authorized Representative Signature

Print Name

Date