

**SPECIAL EVENT FORM**  
**FOR ENTERPRISE SOUTH NATURE PARK**

Contact Name \_\_\_\_\_ Phone \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Organization \_\_\_\_\_

Street address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

Type of activity: \_\_\_\_\_

Date requested: \_\_\_\_\_ Event Time: from: \_\_\_\_\_ until \_\_\_\_\_

Site(s) utilized during event: \_\_\_\_\_

Name of charity receiving funds: \_\_\_\_\_

Please give a brief description of any food or other products you intend to sell \_\_\_\_\_

Estimated number of participants: \_\_\_\_\_ Do you have proof of insurance: Yes \_\_\_\_\_ No \_\_\_\_\_

**Insurance must be Commercial Liability or Special Events Coverage with no less than \$1Million Dollars per occurrence for Bodily Injury and Property Damage to cover the event, with a Carrier rated B+10 or better by the A.M. Best's Rating Guide or as approved by the County's Risk Manager. The coverage should be evidenced by a signed certificate of insurance listing Hamilton County Government and City of Chattanooga Government as additional insureds for the event with a 30 Day cancellation notice. Coverage must be submitted to and approved by the Hamilton County Risk Management Office at least 2 weeks prior to the date of the event.**

**Insurance certificate can be faxed to: Bill Stoll, Risk Manager at: (423) 209-6371.**

**Insurance related questions please call: (423) 209-6370.**

Will you provide supervision for the activities? Yes \_\_\_\_\_ No \_\_\_\_\_

I understand that there will be no marking or painting of any kind on any of the grounds or properties at the Enterprise South Nature Park. All signs, tents, banners, or anything that requires mounting or fastening must be approved by Hamilton County Parks and Recreation. Only duly authorized non-profit organizations with IRS filing may charge for event activities.

**I FULLY UNDERSTAND AND AGREE TO THE TERMS OF THIS DOCUMENT:**

Signature of Applicant: \_\_\_\_\_

Signature for event approval: \_\_\_\_\_