



Parks and Recreation  
Permits section  
444 SW 2nd Ave.  
(305) 416-1322

## City of Miami Application For Permit To Use Park Facility

**Instructions:** An application for permit must be filed with the Department of Parks and Recreation at least ten (10) days in advance of the specified date of an event.

Name of School/Organization/Sponsor:  City Resident  Yes  No

Proof of Residency: (Type of I.D.):  Contact Person:  Tax Exempt No:

Mailing Address:  City:  State  Zip

Work Telephone:  Home Telephone:  Sponsor Status:

Park Name  Facility Applied For:

Type of Event:  Date of Event:

Additional Date:  Day (s) of Week:

Hours of Event: From:  To:

Projected Number of Participants:  Grade/Age level of Participants:

Will food and/or beverages be served at the event?  Yes  No

Will alcoholic beverages be served?  Yes  No Specify:

Special Requirments Needed:

Proof of Insurance Attached  Provision of insurance is not applicable

THIS IS AN APPLICATION FOR PERMIT ONLY. CONFIRMATION OF THIS REQUEST IS THE ISSUANCE OF THE "OFFICIAL PERMIT UPON PAYMENT OF FEES." PAYMENT FOR PERMITS IS TO BE MADE BY CASHIER'S CHECK OR MONEY ORDER ONLY. AND IT IS TO BE MADE OUT TO THE ORDER OF "CITY OF MIAMI." CASH IS NOT ACCEPTED UNDER ANY CIRCUMSTANCE. THE DEPARTMENT OF PARKS AND RECREATION RESERVES THE RIGHT TO CANCEL ANY PERMIT FOR CAUSE.

The above -named school, organization, or sponsor is fully cognizant of thier responsibility in connection with the use of the above-named facility, and agree to observe, obey, and comply with all City of Miami Department of Parks and Recreation Rules and Regulations, as well as all City, County, State, and/or Federal laws, rules, and regulations. I, the undersinged applicant, hereby acknowledge receipt of a compy of "City of Miami Department of Parkes and Recreation, Rules, Regulations, and Permits", Ordinance No. 7999 and Fee Schedule.

**INDEMNIFICATION:**

Permittee shall indemnity and save City harmless from and against any and all claims, liabilities , losses, and cause of action, which may arise out of permittee, including any person acting for or on his/her behalf and , from and against any orders, judgements or decrees which may be entered, and from and against all costs, attorney's fees, expenses and liabilities incurred in the defense of any such claims, or in the investigation thereof.

I agree       I do not agree

Name of Applicant:

Date:

**FOR PARKS AND RECREATION DEPARTMENT USE ONLY**

Facility Rental Fee: \$       Subtotal: \$

Set-up Fee      \$       Tax:      \$

Staff Fee:      \$       Total Charges: \$

Prepared By:

Date:

Permit No:

Issue Date: