



# City of Durham

17160 SW Upper Boones Ferry Rd.  
Durham, Oregon 97224

## Special Use Permit

Website: [www.durham-oregon.us](http://www.durham-oregon.us)  
e-mail: [cityofdurham@comcast.net](mailto:cityofdurham@comcast.net)  
503.639.6851 Fax 503.598.8595

Date(s) of event: \_\_\_\_\_ Time Period of event: \_\_\_\_\_

Location of event: \_\_\_\_\_ Number of people expected to attend: \_\_\_\_\_

Organization/Event name/Event Description: \_\_\_\_\_

E-mail address: \_\_\_\_\_ Event Website: \_\_\_\_\_

Contact name: \_\_\_\_\_ Phone: \_\_\_\_\_

The information provided in this form subject to public disclosure in accordance with the Oregon Public Records Law.  
Return this form to: **City of Durham, 17160 SW Upper Boones Ferry Rd., Durham, OR 97224**

along with the following:

1. Map showing location or locations of the event.
2. Certificate of Liability Insurance naming the City of Durham and its employees as additional insureds.
3. An application fee of \$75.00 (non-refundable).

***This section must be completed and signed***

<p>_____ (name of organization) shall hold harmless the City of Durham, its officers, agents, and employees and shall indemnify and, if requested, defend the City, its officers, agents, and employees for any claim or injury to property or persons that may arise as a result of any activity carried on by</p> <p>_____</p> <p><b>Name of organization</b></p> <p>_____</p> <p><b>Authorized Agency Representative</b></p> <p>_____</p> <p><b>Date</b></p>
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By signing this agreement, you agree as the authorized representative to the following conditions:

- Do not mark the asphalt in any way. Use signs or volunteers to direct runners on the course.
- Signs must be taken down immediately following the event. Do not tie or staple signs to trees, fences, the bridge, or other public facilities. Use stand-alone A-frame signs or wire flags.
- Do not use spray paint or spray chalk to mark any surface.
- All trash that is generated from the event must be picked up and properly disposed in the appropriate receptacle.
- This event does not exclude the public from the normal use of the city park or public rights of way and your organization's activities shall in no way impede or interfere with such normal use.
- You hereby acknowledge that portions of Durham City Park are used for off-leash dog activities and that animals may be present during the time of your event.

Signature: \_\_\_\_\_ Date \_\_\_\_\_

Approved by: \_\_\_\_\_ With Conditions \_\_\_\_\_ Date \_\_\_\_\_

Receipt # \_\_\_\_\_ Permit # \_\_\_\_\_