

# City of Oklahoma City Parks and Recreation Department

## Portable Bleachers Permit Application Form

*Please complete the following information and forward to the Special Event Program Coordinator*

Event: \_\_\_\_\_

Company or Organization Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ St. \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_ Number of Bleachers: \_\_\_\_\_

Delivery Location: \_\_\_\_\_

Setup and delivery date: \_\_\_\_\_/Time: \_\_\_\_\_ Removal date: \_\_\_\_\_/Time: \_\_\_\_\_

Special Setup Instructions: \_\_\_\_\_

Person on-site to spot location: \_\_\_\_\_ Mobile: \_\_\_\_\_

**In renting this equipment, I understand and agree to the following (please initial next to each line item):**

- \_\_\_\_\_ Parks and Recreation Department is not responsible for any damage caused to property as a result of delivery, set-up or removal of bleachers from property.
- \_\_\_\_\_ Overnight security must be provided if the bleacher units are to be left overnight. Confirmation of on-site security must be made prior to approval of bleacher permit.
- \_\_\_\_\_ The Parks and Recreation Department reserves the right to cancel any scheduled bleacher permit for any reason, including but not limited to weather, on-site grounds conditions, equipment conditions, or if the equipment is misused or continually damaged by a particular individual, group or organization.
- \_\_\_\_\_ The Parks and Recreation Department will not set up bleachers in the requested location if they believe it is unsafe to do so. The bleacher rental will be refunded minus the setup and removal charge.

<p><b>Rental Fees (per City ordinance No. 60-38-21): Commercial Organizations:</b></p> <p>Within Oklahoma City Corporate Limits:  Rental: \$150 per set/per day;  Delivery, setup &amp; removal: \$125 per set</p> <p>Outside OKC Corporate limits (within ten-mile radius)  Rental: \$300 per set/per day;  Delivery, setup &amp; removal: \$150 per set</p> <p>Outside OKC Corporate limits (within ten-twenty mile radius);  Rental: \$300 per set/per day;  Delivery, setup &amp; removal: \$150 per set</p> <p>Outside OKC Corporate limits (more than twenty mile radius);  Rental: \$300 per set/per day;  Delivery, setup &amp; removal: \$7 per mile / per set</p> <p>Additional set up and/or removal fee, per set, outside of business hours (8:00a.m. to 5:00p.m. Monday through Friday): \$50</p>	<p><b>Non-Profit Organizations:</b></p> <p>Within Oklahoma City Corporate Limits:  Rental: \$100 per set/per day;  Delivery, setup &amp; removal: \$100 per set</p> <p>Outside OKC Corporate limits (within ten-mile radius)  Rental: \$200 per set/per day;  Delivery, setup &amp; removal: \$125 per set</p> <p>Outside OKC Corporate limits (within ten-twenty mile radius);  Rental: \$200 per set/per day;  Delivery, setup &amp; removal: \$150 per set</p> <p>Outside OKC Corporate limits (more than twenty mile radius);  Rental: \$200 per set/per day;  Delivery, setup &amp; removal: \$7 per mile / per set</p> <p>Additional set up and/or removal fee, per set, outside of business hours (8:00a.m. to 5:00p.m. Monday through Friday): \$50</p>
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Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_