

**LIST OF ITEMS NEEDED FOR SPECIAL EVENT USING TENTS OR CANOPYS
CHARTER TOWNSHIP OF FLINT**

- 1. APPLICATION FILLED OUT IN ITS' ENTIRETY**
- 2. COPY OF LIABILITY INSURANCE (SEE APPLICATION FOR AMOUNTS)**
- 3. LETTER FROM OWNER OF PROPERTY WHERE SPECIAL EVENT IS TO TAKE PLACE AUTHORIZING YOU TO USE IT.**
- 4. DRAWING OF WHERE THE TENTS AND/OR CANOPYS WILL BE PLACED ON THE LOT IN CORRELATION TO THE BUILDINGS. Please denote where and what type of signs will be placed on the premises.**
- 5. IF SERVING FOOD, AUTHORIZATION FROM THE GENESEE COUNTY HEALTH DEPARTMENT**
- 6. HOLD HARMLESS AGREEMENT SIGNED – HOLDING FLINT TOWNSHIP AND IT'S EMPLOYEES/REPRESENTATIVES HARMLESS ..ETC.**