



Special Use Request Terms and Conditions

- General
 - All Special Use Requests are accepted on a first-come, first-request basis. City of Oskaloosa sponsored events take priority over all other Special Use Requests.
 - You must be 21 years of age to rent any facility. Proof of age is required. Certain rentals subject to police background check.
 - Conflicts in scheduling shall be resolved in accordance with the City of Oskaloosa.
 - The City reserves the right to deny a request in the intent of the best interest of the general public.
 - All functions conducted on city facilities must be in accordance with the Special Use Terms and Conditions and must follow the Oskaloosa Municipal Code.
 - Unless specifically stated on the Special Use Request, it is understood that the event is not a benefit function, no admission will be charged or tickets sold.
 - City of Oskaloosa facilities are non-smoking facilities.
 - Permit holders must follow all Park Regulations as stated in Oskaloosa Municipal Code Chapter 12.44.
- Required Information
 - Any requests for installation or placement of equipment, signs, decorations, lighting, concessions of any type, and other structure or object must be included on the Special Use Request.
 - All Special Use Request must have a detailed description of the event and a site plan.
 - Special Use Request must be turned into City Hall within a reasonable time frame before the event is set to occur.
 - If the applicant is requesting the street closure fee be waived for the event, they must state this in a letter addressed to the Oskaloosa City council.
- Alcohol
 - Authorization may be issued for consumption of beer/wine in designated parks. Authorization will require user to secure host insurance for event and provide the City a copy of the host insurance policy.
 - Alcoholic beverages are strictly prohibited without the proper host insurance documentation. Individuals making request must be at least 21 years of age and will be required to present authorized proof of age.
 - Absolutely no individuals below the age of 21 are allowed to possess or drink beer/wine/alcoholic beverages on public park property.



- The right to grant or deny beer/wine consumption shall lie solely with the City and requests for such must be made at the time of request.
- Requirements
 - The requesting party shall assume complete responsibility for damages, clean-up, breakage or loss. Use of tacks, staples, nails, screws are not permitted. If tape is used, it must be the blue painters tape and shall be completely removed at the end of the event.
 - Parties with Special Use Requests shall abide by all City and State codes, and shall assume responsibility for their actions or omissions. Any damage or misuse may result in a charge for restoration and/or denial of future privileges.
 - The undersigned applicant/sponsoring party agrees to defend, indemnify and hold the City of Oskaloosa Iowa and its agents and employees harmless from any claims for injuries or damages arising from or out of the applicant/sponsoring party's use of the premises.