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City of Haverhill

Application for Permit

Name of Organization	Chamber of Commerce		
Address of Organization	Merrimac St (Rain Date: May 20)		
Requesting Permit for (List Type of event)	Kids fest	Date & Time	May 16 2012 11am-4pm
Location of Event	Parking Deck Top level		
Authorized or Contact Person	Paul Malone	Telephone/Cell #/Pager # (Indicate if pager)	HPD

(To be completed for use of City Property/Outdoor Activity and other Special Events)

Approval of Fire Chief (Where applicable)			
Approval of the Recreational Director Required for all recreational facilities	Signature	Date	Comments/Restrictions
Approval of the Chief of Police Required for all OUTDOOR EVENTS i.e. Parades/Carnivals/Community Events	Signature	5/12/12 Date	

General Release & Indemnity Agreement

The Above organization in consideration of the permit granted by the City Council as above requested hereby remises, releases and forever discharges the City of Haverhill, its respectful employees, agents and attorneys from all manner of actions, causes of actions, debts, dues, claims and demands both in law and equity, more especially any and all claims as a result of the issuance of this permit and or use of any City Property, including, but not limited to, property damages and personal injuries resulting from the same.

Signature of Authorized Agent of Organization: _____ Date: 5-12-12

Signature Witnessed by: _____ Date: _____

City Council will hear request for application on: _____ _____
Applicant must attend Yes [ ] No [ ] (date) (time)

Office Use

Permit

Permit approved on: _____ Proof of Insurance _____ # Detail Officers _____
Policy Number/Exp. Date

Attendance Limited to: _____ Other Restrictions/requirements: _____

Signed: _____ Issued on: _____ Seal
City Clerk

GREATER HAVERHILL
chamber of commerce
Voice of Business. Heart of Community.

March 13, 2012

Haverhill City Council
4 Summer Street
City Hall Room 204
Haverhill, MA 01830

Dear Council Members:

The Greater Haverhill Chamber of Commerce Community Support Committee, in partnership with Merrimack Valley Hospital, Pentucket Medical Associates and Trinity EMS is hosting the annual KidsFEST on Sunday, May 6th, 2012, from 8:00 a.m. to 5:00 p.m. This is a free festival open to the public.

Here are some of the highlights planned for KidsFEST: the Haverhill Idol Jr. & Sr. competition, Karate demonstrations, musical performances, face painting, crafts, bouncy house, chalk walk, and new entertainment to spruce up this Haverhill tradition! There will also be plenty of food and fare sold by vendors, including our local restaurants, pizza stores, and non-profit organizations.

As usual we will work with Police Chief DeNaro and the Haverhill Police department on the event and hire sufficient police officers to assist with traffic and security. We would like to ask the City's permission to use the upper deck of the Merrimack Street parking lot as our new location for KidsFEST this year. We believe it will create better organization and structure, will help us to better monitor vendors, and will create a buzz in changing up our traditional event. The Haverhill Police Department is actively participating on the KidsFEST planning committee, officer Paul Malone is the chairperson heading the event this year.

We hope you will agree that this will be an exciting event and a worthwhile endeavor for the City of Haverhill and would like you to approve the following:

1. The sole use of the upper parking deck on Merrimack Street on Sunday, May 6th, 2012, from 8:00 a.m. to 5:00 p.m. allowing two hours before and one hour after for setup and cleanup of the area.

2. Permission to place signs at intersections throughout the city to promote the event.

3. Waiving of city vendor fees for this event.

4. In the event that we need to postpone the event due to inclement weather, permission to apply all of the above to a rain date of Sunday, May 20th, 2012.

We will attend the next City Council meeting to answer any of your questions or concerns. Thank you in advance for your support!

Sincerely,

James P. Jajuga
President/CEO

Cc: Mayor James Fiorentini

80 Merrimack Street . Haverhill MA 01830 . T. 978.373.5663 F. 978.373.8060 • WWW.HAVERHILLCHAMBER.COM

CITY OF HAVERHILL
POLICE DEPARTMENT

40 Bailey Boulevard
Haverhill MA 01830

Captain Michael Wrenn
Patrol Commander
(978) 722-1512
Mwrenn@HaverhillPolice.com

Dear Haverhill City Council

The Haverhill Police Department has no objection to the 2012 KidsFEST being held on the upper portion of the Merrimack Street parking deck. The police department has worked closely with the Chamber throughout the planning stages of this event; in fact, Officer Paul Malone is the chairperson of the event this year.

If you have any questions please feel free to contact me.

Capt. Michael J. Wrenn
Patrol Commander