



Metro Facility & Grounds Use Request /Agreement

(required for use of selected General Services-managed, Metro properties)

Metropolitan Government of Nashville & Davidson County
Department of General Services
Building Operations Support Services
730 2nd Avenue South
Nashville, TN 37219-6300
General.Services@nashville.gov • 615-862-5050

APPLICANT INFORMATION

Name :

Individual or Organizing Entity :

Address :

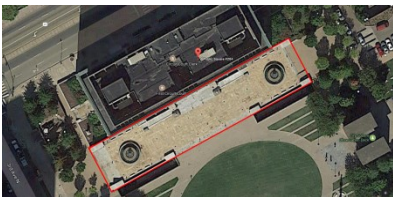
E-Mail :

Phone :

EVENT INFORMATION

Select All Applicable :

- Public Event
- Private Event (invitees or ticket-holders only)
- Event Admission Charge (on-site or tickets)
- Donations Accepted at Event
- Event will have a Security Contractor
- Historic Courthouse Plaza Use
- Historic Courthouse Interior Use (describe specific location below)
- Other Metro Facility /Grounds Use (describe specific location below)



Historic Courthouse Plaza (outlined in red)

Event Purpose /Description :

NOTICE: Attach a copy of the [Special Event ADA Compliance Application](#) if required by Metro ADA Compliance and a copy of the certificate of insurance for liability coverage if required by Metro Parks.

Expected Number of Attendees :

(including participants, staff, volunteers, etc.)

Event Period :

Begin Date & Time:

End Date & Time:

Occupancy Period :

(including set-up & break-down)

Begin Date & Time:

End Date & Time:

AGREEMENT

For and in consideration of use of the subject Metro facility /grounds, I, the undersigned Event Applicant, hereby:

- ATTEST that I am an official representative of the above-referenced individual or organizing entity duly authorized to enter this agreement;
- ACKNOWLEDGE that use of the subject Metro facility /grounds ("site") is a privilege, which shall require approval of this application by and at the sole discretion of the Department of General Services, and said approval may be revoked at any time by the same;
- AGREE to observe any requirements, rules, and procedures which are or may be imposed by the Department of General Services relative to site use granted herein;
- AGREE that the Metropolitan Government of Nashville and Davidson County assumes NO responsibility or liability for any defects or other conditions of the subject site, whether or not the conditions are known by Metro or the Event Applicant, and further AGREE to ASSUME the risk for any and all defects or other conditions, whether or not they are dangerous or they are known, unknown, or discoverable by Metro or the Event Applicant;
- INDEMNIFY and HOLD HARMLESS the Metropolitan Government of Nashville and Davidson County and all its officers, agents, and employees from any and all liability for claims— including but not limited to personal injury or property damage and all related expenses— alleged to have arisen or resulted wholly or partially from any act relating to or in the exercise of site use privileges granted herein; and
- AGREE to pay the *EVENT USE FEE* detailed below in advance of site use approval, and further AGREE to pay reasonable maintenance fees that may be assessed by the Department of General Services as a result of negligent or otherwise destructive site use beyond normal wear.

Event Applicant Signature & Date:

Metro Use Only:			<input type="checkbox"/>	
	Date	Event Use Fee	Event Use Fee Paid	Use Approval Signature