



CAMPBELL COUNTY



Special Entertainment/Event Permit *(for events on school or County-owned properties)*

Event Name

**Date(s)
Event**

**Time of
Event**

**Location of
Event**

(facility name/address):

**Event
Coordinator
Information**

*Name
Address
Phone/Cell*

Will food be served on-site? Yes No

If yes, please check with the Health Department for food service regulations.

Will children's inflatable bounce units be provided on-site? Yes No

If yes, please check with the Zoning Office for regulations.

Please briefly describe the activities planned for this event (for review by Public Safety and Law Enforcement Officials, Health Department Officials, School Administration and County Administration).

**Anticipated
Attendance**

Please carefully read the liability information provided on the back this form prior to submittal.

Scheduled Rain Date

**Campbell County Administration
P.O. Box 100
Rustburg, VA 24588
www.campbellcountyva.gov
administration@campbellcountyva.gov
(434) 332-9525; 283-9525 or 592-9525**

Indemnity Agreement

In consideration for Campbell County granting the undersigned Event Organizer representative permission to hold the proposed event and to display, sell, or offer for sale wares, services and/or food or merchandise within the perimeters of their event venue, the undersigned agrees to assume the defense and indemnify and save harmless the County, its employees, offices and agents against any and all claims, liabilities, judgments, costs, causes of action, damages, expenses and shall pay all attorney’s fees, court costs and other costs incurred in defending such claims, which may accrue against, be charged to, be recovered from, or sought to be removed from the County, its employees, officers and agents by reason of or on account of any personal injury or death or damage to property arising from the undersigned’s event and associated activities, if such personal injury or death or damage of property is caused by the acts or omissions or negligence of the undersigned, or the undersigned’s employees and agents or by such acts, omissions or negligence of any other person subject to the undersigned’s control. The County, its employees, officers and agents shall not have to give the undersigned any specific types of notices of such claims.

Affidavit of Applicant

I certify that the information contained in this Special Event Application is true and correct to the best of my knowledge and belief, that I understand, and agree to abide by all regulations, provisions, and rules governing Special Events as set forth by Campbell County. I certify that I understand that this application is made subject to the rules and regulations established by the Campbell Board of Supervisors. I agree to abide by these rules and further certify that, on behalf of the organization, I am authorized to commit that organization, and therefore agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event to Campbell County. I grant permission for county officials to access the property at any time to enforce permit compliance.

A signed hard copy of the Indemnity Agreement and Affidavit of Applicant portions of the Special Entertainment/Event Permit Application must be provided to the County before an application will be considered fully executed. Submit one hard copy and/or an electronic version (via e-mail or on disk) of this Special Entertainment permit application to Campbell County Administration, c/o Cathy Moore, Clerk of the Board of Supervisors, P.O. Box 100, Rustburg, VA 242588; chmoore@campbellcountyva.gov

Event Coordinator/Responsible Event Representative
(Print Name)

Date

Signature

For internal purposes only



Event Name

Event Date

**School-Related Special Entertainment Permit
Staff Review and Approvals**

**Approved
Yes/No**

Date

Signature

School Official/Principal

Comments:

Director of Recreation

Comments:

Health Department Official

Comments:

County Administrator

Comments:

Please note: A copy of the event packet and approval form will be submitted to the Campbell County Sheriff's Department and the Campbell County Department of Public Safety for review. Applicants may be contacted by respective officials if there are questions pertaining to event plans or modifications required to ensure citizen safety.

Special Notes: