

MIFFLIN COUNTY AIRPORT AUTHORITY
547 Airport Road
Reedsville, PA 17084

Tel. No. (717) 667-6829

AIRPORT EVENT USE APPLICATION

THIS APPLICATION should be submitted to the Mifflin County Airport Authority at least 60 days prior to the date when the Airport facility is proposed to be used by the Applicant. If this Application is submitted to the "Mifflin County Airport Authority" less than 60 days prior to the date when the facility is proposed to be used by the Applicant, the Airport Authority cannot assure the Applicant that there will be adequate time for the appropriate review by the Airport Authority Board to: review the Application; reserve the facility; coordinate the procurement of needed Airport services or property; secure any necessary approvals from the Authority Board or another government body or agency; resolve any problems; and issue authorization for the event, activity or function.

The Mifflin County Airport Authority Mifflin County Airport
547 Airport Road
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PLEASE COMPLETE THIS FORM BY PRINTING OR TYPING THE SAME SO THAT IT IS LEGIBLE.

1. (a) Applicant. **Exact and correct name** of the individual, group, or organization wishing to use the Airport facility):

Type of entity (individual, partnership, corporation, limited liability partnership, limited liability company, etc.):

Address: _____

Telephone: _____

Email: _____

(b) If the Applicant is a group or organization, furnish the following;

Name (and title) of that officer, director, chief executive, manager, official, chairperson, or the like whom the Airport may contact and to whom any correspondence from the Airport should be sent

Name/Title: _____

Address: _____

Telephone No.: _____

Email: _____

2. Specify Airport facility or portion thereof proposed to be used. (It will aid the Airport Authority Board in reviewing this Application if a diagram, map, or sketch plan is also provided.)

3. Describe the event, activity or function for which the Airport facility is proposed to be used (Furnish a specific description in sufficient detail to describe with particularity the activity or function involved) (if additional sheets are necessary, please attach the same to the Application):

4. (a) Date(s) when the Airport facility is proposed to be used:

(b) Day(s) of the week:

(c) Time when the use of the facility will begin:

Time when the use of the facility will end:

5. Describe any utility services (such as, electricity, water, or the like) which will be required in connection with the use of the Airport facility.

6. Describe any special services that will be needed (i.e. refuse collection pick-up, police presence, ambulance presence or the like) which will be required in connection with the activity or function or the use of the Airport facility. (Furnish a specific description of each type of special service; the locations where each service will be required; the time or times when each service will be required; how Applicant plans to address the required needs and other like in pertinent detail):

7. Describe any special items (such as, barricades, traffic control signs, parking control signs, trash barrels, picnic tables, or the like) which will be required in connection with the event, activity or function at the Airport facility. (Furnish a specific description of each type of item; the total amount or quantity of each type of item; and the location where each individual item is proposed to be used):

8. Describe any other matters which may require the attention of the Airport or the permission of the Airport.

9. Exculpation and Indemnification upon authorization for use of the Airport for the event, activity or function. By executing/signing this Application, the Applicant hereby expressly agrees that if the Mifflin County Airport Authority authorizes the Applicant to use the Airport facility for his/her/their/its event, activity or function described in Paragraph 3 and otherwise in this Application, the Applicant shall be responsible for, shall relieve the Mifflin County Airport Authority from, and shall hold harmless, defend and indemnify the Mifflin County Airport Authority against, all demands, claims, actions, suits, judgments, or the like made or brought or entered against the Mifflin County Airport Authority - and all losses, damages, costs, and expenses (including, but not limited to, attorneys' fees and court costs) suffered or incurred by the Mifflin County Airport Authority - which in any way arise out of or result from; (a) the Applicant's use of the facility described in this Application; (b) the activity or function or event described in this Application; (c) any act, omission, or neglect of the Applicant or the Applicant's members, employees, agents, servants, workmen, licensees, invitees, customers, vendors or guests; (d) any act, omission, or neglect of any person who participated in the event, activity or function or, any member of the public who was attracted to the event, activity or function or who used the facility in connection with the event, activity or function; (e) any violation or breach by the Applicant of any provision, term or condition of the authorized use of the facility by Applicant or any failure by the Applicant to perform any responsibility or duty imposed on the Applicant by this Application; or (f) any condition existing in or on the facility except, however, a condition caused by a negligent act of the Mifflin County Airport Authority and one for which it is liable under the Pennsylvania Political Subdivision Tort Claims Act (42 Pa.C.S. §8541 *et seq.*). As used in this Paragraph (9), the term "Mifflin County Airport Authority" includes its board members, officers, employees, agents, servants, or workmen of the Mifflin County Airport Authority.

10. (a) Does the Applicant currently carry comprehensive general liability insurance in connection with the event, activity or function described in the Application and to be held or conducted at the Airport described in this Application, as above, which will protect the Applicant from claims for damages for bodily injury and property damage in relation to the type of event, activity or function described in this Application? Yes No

If the answer to this Subparagraph (a) is “Yes”, furnish the information required by Subparagraphs (g) and (h) below. If the answer to this Subparagraph (a) is “No”, furnish the information required by Subparagraph (b) below.

- (b) Will the Applicant obtain general liability insurance of the type described in Subparagraph (a) above? Yes No

If the answer to this Subparagraph (b) is “Yes”, furnish so much of the information required by Subparagraph (c) as is now actually known; and, indicate by the word “unknown” that information which is now not known.

- (c) Will there be vendors involved in the event, activity or function at any time described in Paragraph (3) above? Yes No

If your answer to (c), immediately above, is “Yes”, does/will your general liability insurance cover the acts and omissions of those vendors?
 Yes No

If your answer to (c), immediately above, is “Yes”, have you confirmed that the vendors have insurance? Yes No*

***NOTE: IT IS THE RESPONSIBILITY OF ALL SPONSORS OF AN EVENT, ACTIVITY OR FUNCTION AT WHICH VENDORS ARE ANTICIPATED TO BE**

PRESENT TO ASSURE THAT VENDORS POSSESS SUFFICIENT GENERAL LIABILITY INSURANCE!

(d) Will there be any hazardous activities involved in the proposed event, activity or function for which a facilities use permit is requested described in Paragraph (3), above? (For example, is there a fireworks show or any other hazardous activity anticipated?)

Yes No**

(e) If your answer to (d), immediately above, is “Yes”, does your insurance cover liability as a result of that event, activity or function? Yes No**

(f) In the alternative, if your answer to (e), immediately above, is “No”, does the entity involved in the activity provide insurance to cover liability as a result of that activity for which the use of the airport is requested? Yes No**

**NOTE: In all instances, you will be required to provide a Certificate of Insurance in relation to that event, activity or function at the Mifflin County Airport, including any hazardous activities listing the Mifflin County Airport Authority, its board members, officers, employees, agents, servants or workmen as an “additional insured”.

(g) Name of Your Insurance Company _____
Policy number: _____
Policy period (is/will be) [*circle one*] from _____ to _____
Bodily Injury, each person each occurrence _____ \$ _____
Bodily Injury, all persons each occurrence _____ \$ _____
Property Damage, all property each occurrence _____ \$ _____
Or Bodily Injury and Property Damage combined
General aggregate \$ _____
Each occurrence \$ _____

Name of insurance agent *or* broker _____

Address _____

Telephone _____

- (h) Will the Mifflin County Airport Authority be named as an additional insured under the Policy in connection with the event, activity or function described in this Application and to be held or conducted on the Airport facility described in this Application?

Yes No Unknown

NOTE: In most cases, especially if you anticipate that you will be having vendors involved or participating in your event, activity or function, a Certificate of Insurance will be required listing the Mifflin County Airport Authority as an “additional insured”. FURTHER, the Mifflin County Airport Authority, at all times, in its sole discretion, reserves the right to request or require additional insurance information and additional insurance depending on the nature of the activity or function or the nature of the Airport event, activity or function.

11. **Under the criminal penalties of 18 Pa.C.S.A. §4904 of the Pennsylvania Crimes Code** for making a false statement to a public official or public body, I hereby verify to the Mifflin County Airport Authority that:

- I am an individual named as the Applicant in this Application;
- or I am an officer, official, employee, or member of the group or organization named as the Applicant in this Application; I am authorized by that group or organization to act on its behalf in making and signing this Application; **and to legally bind the group or organization to the Exculpation and Indemnification Clause in Paragraph 9;**

and the facts set forth in this Application are true and complete to the best of my knowledge. I understand (and the group or organization on whose behalf I am acting understands) that the

Airport is under no obligation to approve this Application and authorize the event, activity or function on or at the Airport.

IN WITNESS WHEREOF, BEING AUTHORIZED SO TO DO, THE UNDERSIGNED DOES HEREBY EXECUTE THIS APPLICATION FOR THE PURPOSES THEREIN CONTAINED.

NAME OF APPLICANT:

Name of Applicant (Exact and Correct Name)

BY: _____
Authorized Signatory

Print Name

Title (if any)