



CITY OF BEVERLY HILLS
FILMING AND SPECIAL EVENTS
BEVERLY CANON GARDENS
PERMIT APPLICATION

Wedding/Commitment Ceremony

Wedding Photography

APPLICANT (18 years and over)

Name _____
 Address _____
 City _____ State _____ Zip Code _____
 Phone _____ Mobile _____ Fax _____ Email _____

PARTICIPANTS (If different from Applicant above; 18 years and over)

Name _____
 Address _____
 City _____ State _____ Zip Code _____
 Phone _____ Mobile _____ Fax _____ Email _____

Name _____
 Address _____
 City _____ State _____ Zip Code _____
 Phone _____ Mobile _____ Fax _____ Email _____

REQUESTED SCHEDULE

	Day/Date	Start Time	End Time	# of Guests
Prep				
Event				
Strike				

REHEARSALS

Ceremony rehearsals are available only by appointment, based on the availability of the site. Although no additional facility usage fees will be assessed for rehearsals, applicant will be responsible for paying additional personnel hours for a park ranger to staff the rehearsal if required.

VENDORS

Event Coordinator(s) _____ Phone _____
 Music _____ Phone _____
 Rental Company _____ Phone _____
 Florist _____ Phone _____
 Other _____ Phone _____

EVENT INFORMATION

Event will include:

- Generator Special Lighting Amplified Sound

Live Music

Celebrities

Other

By signing below, I hereby acknowledge that I have read and will abide by the Beverly Canon Gardens rules and regulations as provided for in Title 4 of the Beverly Hills Municipal Code, and restrictions listed by department, pertaining to issuance of a permit. I understand that failure to comply may result in the immediate discontinuance of operations, revocation of the permit and/or police citation. I acknowledge that lack of timeliness and/or material changes to the event may result in permit denial or assessment of additional fees. I am the authorized permit organizer and official contact for all aspects concerning this permit. I agree to hold harmless the City of Beverly Hills, together with its officers and employees against any and all liability or claim thereof, for any injury, death or property damage allegedly suffered by any person, including sponsoring organizations, its agents or employees or the negligent acts or omissions of the City of Beverly Hills, its officers or employees and occurring during as a result of the exercise of the privileges, and the permission hereby granted to sponsoring organization, its agents and employees.

Print Name (Applicant)

Signature

Date

CERTIFICATE OF INSURANCE

This is to certify that the following endorsement is part of the policy(ies) described below:

Name and Address of Insured (Contractor):

Companies Affording Coverage

A. _____

B. _____

C. _____

POLICY #	COMPANY A. B. C.	COVERAGE	EXPIRATION DATE	LIMITS		
				B.I.	P.D.	AGGREGATE
		Automobile Liability				
		General Liability				
		Products/Completed				
		Operations				
		Blanket Contractual				
		Personal Injury				
		Other/Alcohol				
		Excess Liability				
		Workers Compensation				

It is hereby understood and agreed that the City of Beverly Hills, its City Council and each member thereof and every officer and employee of the City shall be named as joint and several assureds with respect to claims arising out of the following event:

All operations of the named insured with respects to this event's operations.

It is further agreed that the following indemnity agreement between the City of Beverly Hills and the named insured is covered under the policy.

I agree to indemnify, hold harmless and defend City, its City Council and each member thereof and every officer and employee of City from any and all liability or financial loss resulting from any suits, claims, losses or actions brought against and from all cost and expenses of litigation brought against City, its City Council and each member thereof and any officer or employee of City which results directly or indirectly from the wrongful or negligent actions of contractor's officers, employees, agents or others employed by contractor while engaged by contractor in the (performance of this agreement) construction of this project.

It is further agreed that the inclusion of more than one assured shall not operate to increase the limit of the company's liability and that insurer waives any right on contribution with insurance which may be available to City of Beverly Hills.

In the event of cancellation or material change in the above coverage, the company will give 45 days' written notice of cancellation or material change to the certificate holder.

Except to certify that the policy(ies) described above have the above endorsement attached, this certificate or verification of insurance is not an insurance policy and does not amend, extend or alter the coverage afforded by the policies listed herein. Notwithstanding any requirement, term, or condition of any contract or other document with respect to which this certificate or verification of insurance may be issued or may pertain, the insurance afforded by the policies described herein is subject to all the terms, exclusions and conditions of such policies.

Print Name and Title of Authorized Insurance Representative

Signature

Agency Name and Address

Phone Number _____

Date _____

WEDDING/COMMITMENT CEREMONY FEE SCHEDULE The fees for use of Beverly Canon Gardens are non-negotiable. There are two fee schedules: one for residents of the City of Beverly Hills and one for non-residents. California ID and a utility bill are required, at time of payment, as proof of eligibility for the resident rate; postal boxes are not accepted. Either partner must be a resident of Beverly Hills to qualify for the resident rate. This permit entitles the holder to use of the Beverly Canon Gardens grounds only. All checks must be payable to "City of Beverly Hills".

	Resident	Non-resident		
Ceremony (per hour)				
1-100 guests	\$458.00	\$582.00		\$ _____
101-200 guests	\$582.00	\$727.00		\$ _____
Park Personnel (per hour; 4 hour minimum for ceremony; 2 hours for rehearsal)				
Ceremony	\$57.00	\$57.00	x _____ hours =	\$ _____
Rehearsal (if required)	\$57.00	\$57.00	x _____ hours =	\$ _____
Maintenance Fee (nonrefundable)				
	\$322.00	\$322.00		\$ _____
Wedding/Commitment Photos Only (per hour)				
	\$472.00	\$578.00	x _____ hours =	\$ _____
Balance				\$ _____
<i>General Liability Certificate of Insurance</i>	\$2,000,000.00 is required 2 weeks in advance of the event.			
			Fee Total:	\$ _____
Refundable Security Deposit (separate cashier's check)				\$ <u>602.00</u>