



# Sugarman's Corner

## Public Use Agreement & Conditions

### For Public Events & Assemblies of up to 150 people

City of Klamath Falls Development Services - Parks Division  
 226 South Fifth Street; PO Box 237, Klamath Falls, OR 97601, Phone 541 883-5351

**Signed Agreement and any required attachments shall be submitted at least 5 business days prior to the event. Public event requests are considered on a first come basis and are not confirmed until completed agreement has been received and reviewed by the City of Klamath Falls and the Klamath Falls Downtown Association.**

Event Date(s)	Event Time Period _____ to _____ (Includes set-up, tear-down & clean-up time)	Number of Persons Anticipated
Nature of Event/Name of Event		Electricity Requested? <input type="checkbox"/> NO <input type="checkbox"/> YES
Organization Name and Mailing Address	Contact Name and Phone Number  Email:	
<p>Will any additional items such as canopies, booths, portable toilets, etc. be used?    <input type="checkbox"/> NO    <input type="checkbox"/> YES</p> <p>If yes, describe below and attach a diagram showing proposed placement of all items. For canopies, include a description of type of tie-downs that will be used. An on-site meeting must be scheduled with the Parks Division at least 5 business days prior to the event for approval of any additional items proposed.</p>		
<p>Will event include any vendors or for profit activities?    <input type="checkbox"/> NO    <input type="checkbox"/> YES</p> <p>If yes, describe below and attach a separate sheet listing vendor names and contact information. Prior approval from City Parks must be obtained at least 5 business days prior to event.</p>		
<p>Are any street or sidewalk closures proposed?    <input type="checkbox"/> NO    <input type="checkbox"/> YES</p> <p>If yes, prior approval from City Engineering must be obtained at least 5 business days prior to event; please describe briefly below:</p>		
<p>Will sound amplification be used?    <input type="checkbox"/> NO    <input type="checkbox"/> YES</p> <p>If yes, list the type of equipment:</p> <p>(Unreasonably loud, disturbing or unnecessary noise is not permitted per City Code Section 5.318.)</p>		
<p>User shall indemnify, defend and hold the City and its officers, agents and employees harmless against any and all claims and demands, including court costs and attorney fees at trial and on appeal, arising from the use of Sugarman's Corner or City public property by user due to user's negligence. I hereby certify that the statements submitted on this application are true to the best of my knowledge. I agree, on behalf of our group, to assume liability of all costs for any misuse or damage to the park area, be bound to all policies and regulations of the City of Klamath Falls and return the park site to a clean, undamaged and safe condition.</p>		
<b>Printed Name of Responsible Party</b>	<b>Signature of Responsible Party</b>	<b>Date</b>



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### Conditions for Public Events Held in Sugarman's Corner

#### Applicant please sign below

- The use of alcohol in Sugarman's Corner is not allowed. [City Code 5.438]
- Sugarman's Corner is open to the public 6:00 am to 10:00 pm during the months of April through September and 6:00 am to 8:00 pm during the months of October through March. [City Code 9.005]
- Smoking vaping and tobacco use are prohibited in City-owned parks, marinas, cemeteries and natural areas. [City Code 5.448]
- No person shall create, assist in creating, permit, continue, or permit the continuance of any unreasonably loud, disturbing, or unnecessary noise in the City. [City Code 5.318]
- No person shall intentionally cause public annoyance or alarm by using abusive language or making an abusive gesture in a public place. [City Code 5.321; ORD. 6324.1980]
- General park clean-up is the responsibility of the applicant. All litter must be picked up during and after the event. Failure to clean the facility after use may result in denial of future use privileges.
- Pets must be leashed at all times.
- Public access to Sugarman's Corner shall not be blocked by fencing or other barriers placed across public walkways, sidewalks or roadways.
- Sidewalks shall remain clear for pedestrian travel.
- No person shall erect signs, markers or inscriptions of any type in a park or upon public property within the City.
- No person shall build or maintain a fire.
- No paint, chalk or any other form of markings shall be used on surfaces in a City park or public property.
- Electricity use must be coordinated with Klamath Falls Downtown Association. All electrical cords shall be securely covered and routed away from pedestrian travel.
- If tie-downs are to be used, the Parks Division must approve in order to avoid damage to the facility. Applicant shall be responsible for any damages.
- Failure of the applicant to comply with said conditions shall constitute grounds for immediate revocation of use privileges.

**I have read, understand and agree to abide by the above Conditions for Public Events Held in Sugarman's Corner.**

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**Printed Name of Responsible Party**

**Signature of Responsible Party**

**Date**

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**Event Name**

**Event Date(s)**

## Supplementary Use Conditions for City Park Facilities

### COVID-19 Response

The City of Klamath Falls wishes to provide a safe and enjoyable experience during your upcoming park reservation or event. In order to continue park reservation services for everyone, we rely on your help to abide by the following conditions:

It is the responsibility of each facility reservation and special event to be aware of and abide by current Governor's Executive Orders and Oregon Health Authority (OHA) guidance pertaining to the COVID-19. All event participants must conduct themselves in accordance with OHA Reopening Guidance for Outdoor Recreation Organizations, or similar OHA guidance, currently in effect, during the time of the event.

At a minimum, all reservation and event participants must:

- Stay home or go home if you feel sick
- Clean or disinfect hands before and after your visit
- Limit the capacity of small gatherings to seating available distanced six feet apart in any picnic shelter
- Limit the capacity of outdoor gatherings to a maximum of 150 people
- Maintain physical distance of at least six (6) feet per person, except that members of the same party can participate in activities without staying six feet apart while distanced at least six feet apart between parties
- Required use of face coverings when physical distancing is not possible
- Provide at least one monitor to advise on physical distancing requirements
- Encourage use of approved masks or face shields by participants
- Contact Klamath County Health Department for conditions and applicable permits regarding food sharing or food service, including current regulations in place for catering services or food trucks
- Provide hand sanitizer, and approved disinfectant and cleaning supplies
- Clean all facility areas during and following the reservation or event