



**SANTA MARIA PUBLIC
AIRPORT DISTRICT
REVOCABLE PERMIT
AGREEMENT FORM**

Santa Maria Public Airport
3217 Terminal Dr
Santa Maria, CA 93455
www.fly2smx.com
Phone: (805) 922-1726
Fax: (805) 922-0677

Name of Event: _____

1. GENERAL

Date of Event: _____	Start Time: _____	End Time: _____
Date of Setup: _____	Start Time: _____	End Time: _____
Date of Dismantle: _____	Start Time: _____	End Time: _____

2. Location: _____

3. Organization/ Individual: _____

Address: _____

Telephone #: Day _____ Evening _____

Email Address: _____

4. Person in Charge: _____

Address: _____

Telephone #: Day _____ Evening _____

Email Address: _____

5. List other organizations involved: _____

6. You are required to submit this form and provide written proof that you have obtained liability insurance in the amount of \$3,000,000 naming the Santa Maria Public Airport District as an "additional insured".

Can you provide such a policy? Yes No

(**All forms and the proof of insurance must be received by SMPAD at least 30 days prior to the event being held. **) (Refer to insurance coverage requirements.)

7. You are required to conform to all public safety codes (Uniform Fire Code, etc.). A City Fire Prevention Officer may review details of the proposed event. _____ (Initial)

8. Maximum number of attendees that are expected: _____



(*Events that impact a jurisdiction adjoining the Airport property will require the approval of that jurisdiction 60 days prior to the event being held.*)

9. Live music/public address system: Yes No

Briefly describe sound equipment, if applicable: _____

10. For events that expect 200 or more attendees the airport requires that a minimum of one police officer be assigned to the event. One additional police officer for each additional 200 attendees may also be required at the discretion of the District. The event organizer will be billed at an hourly rate of \$ _____ per officer. _____ (Initial)

12. SECURITY/TRAFFIC CONTROL

Code of Federal Regulations 49, Section 1542 establishes requirements for airport security. All persons utilizing airport property are required to maintain airport security or be subject to civil penalties by the federal government.

All contractor licenses, permits, etc. are subject to verification by SMPAD. District reserves the right to require contractors to submit copies of their licenses, permits or similar.

A. Security Personnel: Yes No B. Armed Yes No

C. Company Name: _____

D. Company Address: _____

E. Telephone #: _____

F. Email Address: _____

G. Company License #: _____

H. Contact Person: _____

I. Number of Personnel: _____

13. Public Safety

A. First Aid or Ambulance Personnel: Yes No

B. Company Name: _____



C. Company Address: _____

D. Telephone #: _____

E. Email Address: _____

F. Company License #: _____

G. Contact Person: _____

H. Number of Personnel & Ambulances: _____

14. **Airport Parking**

A. Valet/Parking Service: Yes No

B. Company Name: _____

C. Company Address: _____

D. Telephone #: _____

E. Email Address: _____

F. Company License #: _____

G. Contact Person: _____

H. Number of Personnel: _____

15. **SHUTTLE SERVICE**

A. Shuttle Service Utilized: Yes No

B. Company Name: _____

C. Company Address: _____

D. Telephone #: _____

E. Email Address: _____

F. Company License #: _____

G. Contact Person: _____

H. Type and number of vehicles _____



16. **TRAFFIC PLAN** (please provide a traffic and parking map)

A. Will the event require any road closures: Yes No

If yes, which roads: _____

B. Will major traffic arteries be affected by the event: Yes No

If yes, please list: _____

C. Ingress Point; (How does traffic access your event) _____

D. Is your vehicle traffic being screened for attendees at each event entrance?

Yes No

E. Egress Point; (How does traffic exit your event) _____

F. Parking; (Where do attendees leave vehicles) _____

G. Is parking area physically separated from air operations area? Yes No

If no, explain how security will be maintained. _____

H. Provisions for overflow parking; (Location) _____

I. Is overflow parking physically separated from the air operations area? Yes No

If no, explain how security will be maintained. _____

J. Are personnel utilized to direct traffic? Yes No

If yes, what locations will traffic control points be utilized? _____



K. Are personnel utilized at parking areas to assist patrons to park? _____

(***Please attach a diagram or map***)

17. **MISCELLANEOUS**

18. Food served at event: Yes No Food cooked on site: Yes No (Events open to the general public may require a "Temporary food facility permit" from the County Health Department.)

19. Alcoholic beverages served: Yes No (Events open to the general public require a "Temporary liquor license" from the Alcoholic Beverages Control Board.)

20. ABC Permit: Yes No

21. ABC Permit #: _____

22. Restroom facilities provided: Yes No

(1 restroom for each 100 invitees required)

23. Number of restroom facilities provided: _____

24. Number of portable restroom facilities included in above: _____

25. Dancing: Yes No If yes, Inside Building or Outside Building

26. Is this an annual event: Yes No If yes, how many years has it been held?

27. Temporary structures utilized: Yes No

Tents: How Many: _____ Type: _____ Size: _____

Bleachers: How Many: _____ Height: _____

Stages: How Many: _____ Height: _____

Other: _____

28. Provisions for trash/garbage disposal: _____

29. Signage: Will event signs be placed on Airport property? Yes No

If yes, specify location, type, quantity, time period: _____



Please provide a sign location map with proposed signage.

30. Banners: Will banners be placed inside Airport terminal? Yes No

If yes, specify location, size, and time period: _____

SPECIAL EVENT INSURANCE REQUIREMENTS

1. **INSURANCE COVERAGE REQUIREMENTS:** Without limiting event organizers duty to indemnify, organizer shall maintain in effect throughout the term of this Agreement a policy or policies of insurance with the following minimum limits of liability.

a) A \$3,000,000 Combined Single Limit Bodily Injury & Property Damage Standard Airmeet Event Liability policy which includes the following coverage:

b) Aircraft and Airport Operations Liability, including Passenger, Products Liability and Completed Operations.

c) Grandstand liability, if grandstands are to be used.

d) Limited Product Liability (\$250,000 Aggregate Limit).

e) The Santa Maria Public Airport District, its directors, employees, officers, agents, and representatives, are to be included as additional named insured.

f) Comprehensive general liability insurance including public liability, contractual liability and property damage.

g) A waiver of any right of subrogation on the part of Permittee or its insurer against District by virtue of any payment of any loss under such insurance.

2) The Santa Maria Public Airport District shall be an additional insured on the policy and shall be provided a Certificate of Insurance not less than fifteen (15) days prior to the scheduled event date showing that coverage is in effect for the entire period of the Event. No material change in coverage or cancellation may be made after that time.

3) In the event of cancellation of insurance, this permit shall be immediately null and void, and Permittee shall immediately cease all operations under this permit and vacate the Airport. In the event of any material change in coverage, District may, at its option, terminate this permit.

a) Comprehensive General Liability, including but not limited to premises, personal injury, products, and completed operations, with a combined single limit of not less than \$1,000,000 per occurrence; and

- b). Comprehensive Auto Liability covering all motor vehicles, including owned, leased, non-owned and hired vehicles, used in providing services under this Agreement, with a combined single limit of not less than \$1,000,000 per occurrence; and
- c). If organizer is an employer, organizer shall maintain workers' compensation insurance in accordance with California Labor Code Section 3700 and with a minimum of \$100,000 per occurrence of employer's liability; and
- d). If, in connection with this Agreement, organizer renders any professional services for which professional errors and omission insurance is necessary in order that all services rendered under this Agreement be covered by insurance, then organizer shall maintain professional liability insurance in the amount of not less than \$1,000,000 per occurrence.
3. The organizer agrees that any authorized representative of District shall have access to event location at all times.
4. Hold Harmless: Organizer shall indemnify, defend and hold harmless the MPAD, the United States of America, and their officers, agents and employees from and against any and all claims, liabilities, and losses whatsoever (including, but not limited to, damages to property and injuries to or death of persons, court costs, and attorney's fees) occurring or resulting to any and all persons, firms, or corporations furnishing or supplying work, services, materials, or supplies in connection with the performance of this Agreement, and from any and all claims, liabilities, and losses occurring or resulting to any person, firm, or corporation for damage, injury, or death arising out of or connected with organizers performance of this Agreement and the use of the Airport Road system, unless such claims, liabilities or losses arise out of the sole negligence or willful misconduct of the District, organizer's performance includes organizer's action or inaction and the action or inaction of organizer's officers, employees, agents, and subcontractors. Without limiting organizers duty to indemnify, organizer shall maintain in effect throughout the term of this Agreement a policy or policies of insurance covering all of its operations and in the amounts and according to the terms and conditions set forth in this Agreement.
5. It is mutually agreed that this Agreement or the privileges granted herein, or any part thereof, cannot be assigned or otherwise disposed of without the written consent of the District.
6. It is mutually understood and agreed that no alteration or variation of the terms of this Agreement shall be valid, unless made in writing and signed by the parties hereto, and that no oral understandings or agreements not incorporated herein and no alterations or variations of the terms hereto, unless made in writing and signed by the parties hereto, shall be binding upon any of the parties here to.



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IN WITNESS WHEREOF, this Agreement has been executed by; and on behalf of the parties hereto,
the day and year first above written.

EVENT ORGANIZER

Signature: _____

Print Name: _____

Date: _____

Address: _____

Title: _____