



BELLE ISLE PARK / EVENT OFFICE

99 Pleasure Drive, Detroit, MI 48207
Phone: (313) 264-6363 | Fax: (313) 821-9848
Email: Terrelld5@michigan.gov

ONE-DAY VENDOR PERMIT REQUIREMENTS

Please Note: Applications are due 60 days prior to the scheduled event.

The following items are needed to obtain the permit:

- 1.) **APPLICATION (PR4764)**
Submit a completed application. Be sure to sign Exhibit A (pages 1 and 2)
- 2.) **ONE-DAY VENDOR PERMIT FEE: \$50/daily** (Permittee must purchase any necessary Recreation Passports from the booth upon arrival or from the main office during regular business hours)

Payments should be sent to: Belle Isle Park / Event Office
Attn: Darlisa Terrell
99 Pleasure Drive
Detroit, MI 48207

Checks should be made payable to: State of Michigan. We also accept MasterCard, Visa & Discover. Contact the Event Office for more information.

- 3.) **INSURANCE CERTIFICATE(S)**
Submit current certificate of worker's compensation (if required) and the current certificate of liability insurance. The certificate of liability must specifically list the "**City of Detroit and the State of Michigan, its departments, divisions, agencies, offices, commissions, officers, employees, and agents**" as additional insureds. The certificate must also show the minimum policy amount of \$1,000,000.

The certificate holder is:

MDNR / Belle Isle Park
Attn: Darlisa Terrell
99 Pleasure Drive
Detroit, MI 48207



APPLICATION/PERMIT TO BECOME A VENDOR AT BELLE ISLE PARK AND OUTDOOR ADVENTURE CENTER

Permit Number

This information is required under authority of Part 5 of Act 451 of 1994, as amended, MCL 324.501- 511 and the Rules for the Regulation of State Lands, R299.921 – R299.932.

APPLICANT: Pursuant to state law, a permit is required prior to conducting commercial business on Department managed land. An application must be submitted at least sixty (60) days prior to the proposed use.

NOTE: No preference is given to approved vendors. Vendors are not permitted to advertise on the premises or to provide services to the general public. When a permit is in place, approved vendors may only provide services to persons who have obtained a Department issued Event Permit.

Name of Applicant/Organization		Name of Contact Person	
Applicant/Organization Address		Contact Person Address	
City, State, ZIP Code		City, State, ZIP Code	
Telephone	Fax	Telephone	Fax
Federal ID Number		E-mail Address	

Description of proposed use of state land (attach additional information as needed to fully describe the proposed activity).

Proposed event location on state land.

Type of Use:

Catering Party Rental Equipment including: _____

Other (specify): _____

Frequency of Use	Number of Delivery Vehicles	Is your business required to obtain Worker's Compensation Insurance?
<input type="checkbox"/> One Time (\$50/day): Date of proposed use: _____		<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Long-term (initially \$400, \$300/annually): Annual Approved Vendor (5-year contract)		

Will the commercial use of state land require or include:

Use of parking lot/campground/access site? Yes No If Yes, explain: _____

Structures or equipment be placed on state land? Yes No If Yes, explain: _____

Sound amplification equipment be used? Yes No If Yes, explain: _____

Food, beverages or other items be sold? Yes No If Yes, explain: _____

Alcohol be served or consumed? Yes No If Yes, explain: _____

Use of utilities (water, electric, sewer)? Yes No If Yes, explain: _____

Application Certification

I certify that the information submitted herein, including all attachments, is accurate and complete. I understand that pending review of my application, all fees must be paid and any additional documentation such as an insurance certificate must be submitted prior to the issuance of my permit.

Applicant/Authorized Representative (Print or Type)	Signature	Date
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For DNR Use Only

Date Permitted Issued	Date Permit Expires	Use Fee	Receipt Number
Department Representative (Print or Type)		Signature	Date

ADDITIONAL REQUIREMENTS include submitting to Belle Isle Park, Attn: Barbrea Young/Darlisa Terrell, 99 Pleasure Drive, Detroit, MI 48207 the full payment, current certificate of worker's compensation (if required) and current certificate of liability insurance. Liability insurance must list the "City of Detroit and the State of Michigan, its departments, divisions, agencies, offices, commissions, officers, employees, and agents" are included as additional insureds and show the minimum policy amount of \$1,000,000. All day use Permits are addressed to Darlisa Terrell and Annual Vendors to Barbrea Young.

ADDITIONAL REQUIREMENTS: As contained in the attached Exhibit(s).



APPLICATION/PERMIT TO USE STATE LAND

This information is required under authority of Part 5 of Act 451 of 1994, as amended, MCL 324.501- 511 and the Rules for the Regulation of State Lands, R299.921 – R299.932.

Whereas, the Purpose of this Use Permit is to allow the Permittee to provide commercial services on the Premises known as Belle Isle Park. Permittee shall provide supervision and operate the business under Permit according to law. Use of the Premises for purposes other than those permitted in this Permit shall be grounds for termination.

Permittee hereby acknowledges that the use and occupancy of the Premises shall be subject to the provisions of 1994 PA 451, as amended.

A) Permittee conditions:

- 1) Set-Up/Tear-Down must take place during the approved event time (see permit).
- 2) Only Hand Cart and/or Dolly will be allowed on the grassy areas to move equipment and supplies.
- 3) No motor vehicles will be allowed off paved surfaces.
- 4) No equipment and/or supplies will be allowed set-up or stored overnight on the Premises without the prior written approval of Permitter.
- 5) Permittee does not have exclusive service rights within Belle Isle Park. Permittee acknowledges that other commercial services may be made available on the Premises.
- 6) Permittee shall comply with all Health Department, Fire Marshall, DEQ, and/or LARA requirements as necessary.
- 7) Permittee responsible for adhering to all state laws, traffic laws, and local ordinances on the Premises.
- 8) If using a vehicle, Permittee driver(s) must carry valid operators' license in their possession at all times.
- 9) Permittee and event participant/visitor vehicle(s) accessing Belle Isle Park will be required to have a valid Recreation Passport.
- 10) Food may only be prepared and served by Permittee in accordance with any applicable state and local laws.

B) Permitter conditions:

- 1) Permitter not responsible for any delays or cancellations due to power outages or weather-related issues.
- 2) Permitter not liable for any theft, vandalism, or damage that may occur to Permittee equipment/supplies.

I certify that all the information provided in this Exhibit to PR1138, PR1138-1, PR4760, or PR4764 is true and correct to the best of my knowledge and agree to the terms and conditions stated herein.



APPLICATION/PERMIT TO USE STATE LAND

This information is required under authority of Part 5 of Act 451 of 1994, as amended, MCL 324.501- 511 and the Rules for the Regulation of State Lands, R299.921 – R299.932.

C) Waste:

- 1) Permittee shall collect trash and debris generated by its service.
- 2) Permittee shall be responsible to "carry-out" any refuse generated by its service and dispose of in a licensed sanitary landfill.22
- 3) Permittee shall keep the Premises in a clean and sanitary condition and in conformity with state and local standards for sanitation and public health.
- 4) If Permitter determines that Permittee has failed to maintain an acceptable standard of cleanliness, and if after notification by Permitter, the problem is not rectified to the satisfaction of Permitter, Permitter may perform or have the duties the Permittee performed by others at Permittee's sole expense.

D) Employment:

- 1) Permittee staff shall be identifiable to the business by the public.
- 2) Permittee shall prohibit gambling, drinking, discourtesy to guests, and other illegal and/or undesirable acts by staff. All staff must use appropriate ("G rated") language and actions at all times.
- 3) Permitter reserves the ability to suspend or remove Permittee staff who have violated a law or park rule or performed inappropriate customer services.

E) Prohibited:

- 1) Smoking is prohibited in all State facilities.
- 2) Pets of any type are prohibited in all State facilities, excluding animals that are certified "Leader", "Hearing", or "Service" animals, and are accompanying a person with disabilities, as set forth in Public Act 110, Section 750.50c, of 1931.
- 3) Pornographic pictures, books, magazines, or other such products.
- 4) Firearms or ammunition, BB or CO2 powered devices, slingshots, bows and arrows, or knives.
- 5) Alcoholic beverages, "mocktails", or controlled substances.
- 6) No children's products that promote or portray unmoral, unethical, or unhealthy activities.

F) Termination:

- 1) Upon the failure of the Permittee to comply with any provision, stipulation, or condition of this Permit, including payment of fees and submission of current insurance certificates, this Permit may be cancelled and terminated at the option of the Permitter.

Permittee and/or Permittee staff shall be responsible to carry a copy of the approved/signed Use Permit at all times while providing commercial services at Belle Isle Park. If requested by park or law enforcement staff, Permittee shall provide copy as proof of an approved commercial operating agreement.

I certify that all the information provided in this Exhibit to PR1138, PR1138-1, PR4760, or PR4764 is true and correct to the best of my knowledge and agree to the terms and conditions stated herein.

Additional Conditions for One-Day Vendor Permit

Signature of Applicant/Permittee

Date