SPECIAL EVENTS RATE SHEET

Submittal of the application and processing fee 60 calendar days in advance is encouraged to pay the minimum fee. A non-refundable application processing fee is due for all events upon return of the application.

- Non-Refundable Event Application Processing Fee 60 or more days in advance…….$30.00
- Non-Refundable Event Application Processing Fee 50-59 days in advance…. ...……100.00
- Non-Refundable Event Application Processing Fee 31-49 days in advance…….200.00

- Ojibway Island Facilities:
  - Includes Stage, Garage, Concession, Restrooms, Dressing Rooms……..…..…700.00
- Morley Plaza ……..……...75.00
- Vets Memorial Park……..…..…75.00
- Skate Park ……...500.00
- Picnic Shelters
  - Bliss Park Shelter includes Modern Restrooms, Electricity, Water Accessible…….125.00
  - Fordney Park Shelter includes Electricity, Water Accessible, Portable Restrooms ……..125.00
  - Celebration Park Shelter includes Electricity, Modern Restrooms……..……..200.00
    (10:00 a.m. – 7:00 p.m., Memorial Day through Labor Day only)
- The rate for events on/at City property not listed will be a minimum of $75 and additional cost may be applied.
- Parade - Fee Variable (Determined by the number of employees/equipment and material required.)
- Picnic Tables (Includes delivery and pick up)…….……....25.00
- Trash Barrels…….…….…5.00
- Snow Fence (50 feet per roll) (Labor not included)……..…….…....25.00
- Fence Post (each) (Labor not included)……..……3.00
- Barricades/Fees Variable depends on type (Labor not included)
- Traffic Cones – $1.00 per day rental (Labor not included)
- Tent Permits - Fees Variable - Minimum for 120 - 500 sq. ft. tent…...….……(base rate) 52.00
- Special Event Vendor License…….. 50.00
- Hang Banner over Roadway…….……..…… 150.00
- Hang Banner/Signage in Parks …….…….hourly labor and equipment rates
- Damage/Litter Deposit -Fees Variable …..……..…….……(minimum) 25.00
- Police Reserves – **Required donation before event** - 4 hour event $75.00 and 8 hour event $150.00
- Block Party Application Processing Fee (Local Streets only)……...30.00
- Public Address System (PA) City Hall events only…….…. 40.00
- Certificate of Insurance Processing Fee minimum $35.00 (if applicable), and <u>minimum</u> insurance requirements include, but are not limited to the following:

  Type: Occurrence – Full Commercial General Liability covering personal injury, bodily injury and property damage - $500,000.00 per occurrence/$500,000.00 per aggregate. The City of Saginaw must be listed as an additional insured and general liability coverage must extend to this event. If an athletic event, a policy with an athletic exclusion is not acceptable. The City may require participants to sign hold harmless waivers, a higher limit of insurance and other types of insurance coverage, i.e. – worker's compensation, depending upon the nature of the event. The carrier must be approved and admitted within Michigan or listed on the non-admitted approved carrier list.

Labor - Weekday rates include fringes (60%). Saturday rates are at time and one half with no fringes. Sunday rates are at double time with no fringes.