

OAKWOOD CEMETERY

THIRD PARTY PROPOSAL AND LICENSE AGREEMENT

OAKWOOD CEMETERY appreciates your interest in holding an event at our facility. Please fill out this proposal form a minimum of 30 days prior to the proposed date of the event and indicate your acceptance of the terms and conditions herein by returning a signed copy to us. If the proposal is approved, we will send you a fully executed copy authorizing you to proceed.

Sponsor and Event Information

Sponsor:

Address:

Phone: _____ E-mail: _____

Name of contact person: _____ Phone: _____

Date and time of the Event: _____

Location (be specific): _____

Briefly describe the Event:

What participation or resources, if any, do you request from Oakwood?

Do you plan on publicizing the Event? Yes _____ No _____

Budget Information

Will admission fee be charged? _____ Yes _____ No If so, how much? \$ _____

Security Information

Describe what arrangements have been made for security and/or crowd control if needed:

Terms and Conditions

1. Sponsor agrees to preserve and protect the property of OAKWOOD CEMETERY and leave the facility in the same condition as it was found, removing any and all trash or materials.
2. In order to avoid inadvertently jeopardizing other activities planned at the cemetery at the scheduled time of the event, Sponsor agrees to utilize only the specific area approved by this agreement.
3. Sponsor represents to OAKWOOD CEMETERY that: (a) it will comply with all applicable laws during the planning, promotion and conduct of the Event; (b) all necessary insurance, licenses and permits will be obtained and will be in force through the conclusion of the Event; (b) the Event will result in no cost or expense to OAKWOOD CEMETERY whatsoever, unless expressly agreed in writing to the contrary; and (c) it will indemnify and hold OAKWOOD CEMETERY harmless from any and all claims of any kind or nature whatsoever arising out of, or in any way related to, the Event.
4. Nothing in this document shall be construed to authorize Sponsor, or any of its employees or representatives, to act as an agent of OAKWOOD CEMETERY.

[Note: This Special Event Proposal and License Agreement will not become effective unless and until it is approved by OAKWOOD CEMETERY, as evidenced by the signature of an authorized representative below.]

PROPOSED BY:

APPROVED BY:

*Signature of authorized representative
of Sponsor*

*Signature of authorized representative of
OAKWOOD CEMETERY*

Print name

Print name

Title:

Title:

Date:

Date: