



## **City of Traverse City Park or Public Land Use High Impact Permit**

**Pursuant to the City of Traverse City Park and Public Land Use Policy, the following parks or public land are hereby permitted to be utilized on:  
Saturday, June 1, 2024 and Sunday, June 2, 2024.**

**Public Land: Open Space – East Quadrant**

**3<sup>rd</sup> Annual Grand Traverse Spring Art & Craft Show**

**Blue Ribbon Events LLC**

(Name of Event and Permit Holder)

**Exclusive use is not granted. However, the City of Traverse City hereby authorizes the use of the above-named Parks and Public Land during the time period indicated above subject to the following terms and conditions.**

1. The Applicant shall furnish to the City Clerk's office a certificate of insurance for submit Comprehensive General Liability Certificate in the amount of \$1 million per occurrence along with an endorsement to the policy naming the City of Traverse City as additional insured. If alcohol is being served but not sold, the applicant shall furnish to the City Clerk's Office a Certificate of Insurance for \$1 million host liquor liability, naming the City of Traverse City as additional insured. If alcohol is being sold, the applicant shall furnish to the City Clerk's Office a Certificate of Insurance for \$1 million liquor liability, naming the City of Traverse City as additional insured. The City Clerk may require additional insurance coverage.
2. The Applicant shall be liable for all damages both to property and person and shall defend, indemnify and hold harmless the City, its officers, agents, and employees from any and all claims, liabilities, losses, damages, actual attorney fees, and settlement expenses resulting or arising out of or in connection with the performance of the act for which this permit is issued. The obligations to defend indemnify and hold harmless shall exclude only those matters in which the claim arises out of allegations of the sole negligence or act of the City, its officers, agents or employees.

3. The Applicant shall reimburse the City for expenses such as police, fire, streets, and others as agreed upon between the City and the applicant and will be billed accordingly.
4. The application is attached hereto and made a part of this permit. In the event that any term, clause or provision of this Permit conflicts with any term, clause or provision contained in any attachments hereto, this Permit's terms shall prevail.
5. The tent/canopy membrane material shall be non-combustible, flame resistant, or treated in an approved manner in accordance with the State Building Code. On-site inspection will be done by the Fire Marshal; it is the responsibility of the Permit Holder to arrange such inspection at least seven (7) days prior to the event.
6. The Applicant shall comply with all federal, state, county and city rules and regulations; nothing in this permit shall be construed to grant a waiver from any such regulations.
7. The Applicant is responsible for any cleanup following this event and any damage done to City property and will be billed accordingly.
8. If there is any staking done, the Applicant shall contact MISS DIG (1-800-482-7171) and the City's Parks and Recreation Superintendent (231-922-4910, extension 114) at least five (5) days prior to such staking.
9. The rights granted by this permit are revocable at the will of the City of Traverse City, and the Applicant waives any right to claim damages or compensation in the event that this permit is revoked.
10. This permit may not be transferred or assigned.

Additional Requirements:

- a. Load-in/load-out will only be done in the reserved Marina DR Metered parking spaces. The use of the public ROW for temporary loading and unloading only is permitted, but vehicles unattended that are parking may be ticketed.
- b. Promotional signs cannot be displayed before or left after the event.
- c. There is NO STAKING allowed in the park.
- d. There is no parking/driving in the park area=no sidewalks/no grass.

February 15, 2013

Drafted by: Benjamin Marentette

- e. Mobile Food Trucks are not permitted with this event.
- f. Tents –
  - 1. Individual tents having a maximum size of 700 Sq. Ft.
  - 2. The aggregate area of multiple tents placed side by side without a fire break clearance of **12 feet, not exceeding 700 Sq.Ft.**
  - 3. A minimum clearance of 12 feet to all structures and other tents.

Attached:

- Application
- Site Plan
- Narrative

Date: November 3, 2023

Issued by



Benjamin Marentette  
City Clerk

Permit prepared by: Rebecca Adler

February 15, 2013

Drafted by: Benjamin Marentette

**City of Traverse City**  
**Application for High Impact Community Events**  
**In Parks and Public Land,**  
**and/or City Streets**



(For events in streets that are conducted for a residential purpose or where a street closure is not needed, a Non-Major Street Use Permit Application should be completed instead of this application)

*Please submit 90 days prior to event (application must be submitted sooner for reservation requests – see Parks and Public Land Use Policy and Street Use Policy for Community Events).*

Title of Event: 3rd annual Grand Traverse Spring Art & Craft Show

General Nature of your Event boutique style fine art & craft show

Name of For Profit Organization, if any: Blue Ribbon Events

Name of Non-Profit Organization, if any (a non-profit organization is required for Street Use applications): \_\_\_\_\_

Expected Number of Participants: 50-70, 1500 patrons

Authorized Representative (Applicant): Danielle Lynch

Business Address: Po Box 1162, Bellaire, Michigan 49615

Email: blueribboneventsllc@gmail.com Phone Number: 2313508277

Authorized Co-Representative (If applicable): n/a

Business Address: n/a

Email: n/a Phone Number: n/a

Additional Contact Person(s) during Event – **name & phone:** security coordinator: Richard Lynch 231-795-3905

**Restriction regarding number of High Impact Events:**

Below are the major restrictions regarding the number of High Impact Events allowed in City Parks/Public Land according to city policy:

- High Impact Events are prohibited in all city parks on Memorial Day and Labor Day and the preceding Friday, Saturday and Sunday and on July 3, July 4 and July 5 of each year.
- For Clinch Park and the Open Space, other than the National Cherry Festival and Traverse City Film Festival, High Impact Events are prohibited in July.

***For Parks/Public Land (such as parking lots), excluding streets:***

Name of Park(s) or Public Land(s) Requested: Open Space East Quadrant

Official Date(s) and Time(s) of Event: June 1-2, 2024

All Date(s) requested, including set up and tear down: June 1st 6- 9:30 am setup, June 1-2 10am -5pm event  
June 2, 2023 5-9pm breakdown

***For Streets:***

Street(s) section(s) requested to be closed: n/a

Official Date(s) and Time(s) of Event: n/a

All Date(s) and Time(s) requested, including set up and tear down: n/a

1. Will you be setting up significant infrastructure, such as tents, large structures, stages, or amusements? *If setting up tents or large structures, the structure's material shall be non-combustible, flame resistant or treated in an approved manner in accordance with the Michigan Building Code. If a tent or structure has an area in excess of 200 square feet or a canopy is used that is in excess of 400 square feet, it may not be erected before first obtaining a permit from the Fire Marshal. You must contact the Fire Marshal to obtain information regarding a site plan that meets regulatory requirements as well as to schedule an on-site inspection, **at least 7 days before your event.***

- Yes 10' x 10' (List tent size here)  
 No

2. Will you be staking or driving anything into the ground such as tents?  
 As of September 2019, for safety reasons, as a result in the procedures for marking underground utilities, the city prohibits driving anything into the ground within any city park (e.g. staking) until we have identified exactly where all underground utilities are located.  
 No

3. Do you have any tents or other structures that need to be held down?  
 Yes If yes, recognizing that, as outlined in Question 2, staking in city parks is prohibited, how will you weigh down the tents or other structures (i.e. using sand bags or water weights) 40 pound weights per tent leg total 160 per tent  
 No
4. Are you setting up equipment such as tables, portable toilets, public address systems, chairs, etc.?  
 Yes portable toilets (2)  
 No
5. Will there be any water events?  
 Yes, *DNR Permits may need to be obtained; please contact the local DNR Office.*  
 No
6. Are you using Flames/Fires/Pyrotechnics?  
 Yes, *additional insurance may be required as well as a hold harmless waiver. Please contact the City Clerk's Office to obtain specific requirements in advance. You shall also contact the Fire Marshal to obtain information regarding regulatory requirements.*  
 No
7. Do you need electricity services?  
 Yes, *some parks do not offer electricity; please confirm with Parks and Recreation. \*\*Open Space electrical panels contact National Cherry Festival at (231) 947-4230*  
 No
8. Will there be any entertainment or amplified music?  
 Yes, *Compliance with the City's Noise Ordinance is required. For questions, please contact the Noise Control Officer.*  
 No
9. Will you be utilizing a generator?  
 Yes, *Contact Bruce Remai at Grand Traverse County Construction Code. 231-995-6047 or [bremai@grandtraverse.org](mailto:bremai@grandtraverse.org).*  
 No
10. Will you need to rent barricades from the City?  
 Yes, indicate quantity: \_\_\_\_\_, *Please contact the Streets Division Superintendent to rent your barricades. All barricades must be picked up and returned to Streets Division at 625 Woodmere Avenue. Please indicate placement on the site plan.*  
 No
11. Will you be utilizing signs for your event?  
 Yes, *approval must be provided by Zoning Administrator.* banner on location  
 No
12. Will you be selling any merchandise/food/drink on sidewalk?  
 Yes, *a Sidewalk Display of Merchandise Permit is required – contact City Clerk's office*

- No
13. Will there be any food served, sold, or will there be Mobile Food Vendors?
- Yes, served, NOT sold. *You may need a permit from the Grand Traverse County Environmental Health Department Office.*
- Yes, sold utilizing a Mobile Food Vendor. *For Mobile Food Vendors a permit is required. \*Note: Mobile Food Vendors are not permitted in City Parks or on City property unless the City Park or Property is listed on the Map of City Property where Mobile Food Vending is Generally Allowed. Visit <https://www.traverscitymi.gov/userfiles/filemanager/8yij3n088tzzdvzem0x8/> to view this map.*

No

14. Are you closing street(s) within the boundaries of the Downtown Development Authority/Central Business District?
- Yes, *the city requires that you submit a petition of support; the City Clerk's Office will provide you with a database and instructions on what is required. This requirement does not apply to events which close the street for less than one hour or events conducted/sponsored by the Downtown Traverse City Association.*

No

15. Will there be alcohol? *Please note that some parks do not allow alcohol and that glass is not permitted on beaches; See attached regulation summary.*
- Yes, served and/or sold.
- No
- Additionally, if the entity that will be serving the alcohol is different from the applicant, please provide the following information:**

Contact person's name:           n/a          

Organization name:           n/a          

Organization mailing address:           n/a          

Contact telephone number:           n/a          

**Insurance Requirements for Alcohol:**

*Alcohol being served and/or sold: a Certificate of Liquor Liability Insurance in the amount of \$1 million per occurrence, naming the City of Traverse City as additional insured is required. The certificate must list the following as certificate holder: City of Traverse City, c/o City Clerk, 400 Boardman Avenue, Traverse City, MI 49684.*

16. Will you be providing shuttle bus services?
- Yes, *please contact Parking Administration to coordinate services and also describe pick up and drop off points in narrative.*
- No

17. Is this a free event to the public? *\*Note: An event is not granted exclusive right to a City Park and shall be open to the general public without charge. A participant fee may be charged – for example, a person may walk through a vendor showcase, but would be charged a fee to participate in activities associated with the vendors.*
- Yes

No, *please include an outline of ticketed events and prices in the narrative.*

18. If charging a fee for activities associated with your event within a park, do you acknowledge that the park cannot be completely closed to the general public?

Yes

N/A

19. **For Open Space Only:** No High Impact Event in the Open Space may use more than two quadrants. Please refer to the attached map *Open Space Quadrant Layout*. Please indicate which quadrant(s) your event will be utilizing (maximum of 2):

North \_\_\_\_\_ Y/N

South \_\_\_\_\_ Y/N

East   x   Y/N

West \_\_\_\_\_ Y/N

20. A detailed narrative which fully describes **all activities** of your event **is required**. Did you attach the detailed narrative that fully describes all activities of your event?

Yes

No

21. **A site plan is required.** Please attach a site plan depicting the location of all of the following, including any other relevant information:

(A) Tents;

(B) Table and Chairs;

(C) Public Address system;

(D) Stages;

(E) Flames/fires/pyrotechnics;

(F) Vending;

(G) Barricades;

(H) Police;

(I) Vehicle/Trailer Parking at event site – **include the purpose of the vehicles/trailers;**

(J) Portable Toilets - to the greatest extent possible, they shall be located so that they cannot be seen by outside spectators;

22. Will you be closing any sections of streets?

Yes

No

*If yes, you will need to contact Fire Chief Jim Tuller at (231) 922-4930 x 2, and Police Department Captain Keith Gillis at (231) 995-5170, and work with them to develop an acceptable barricade plan. Did you do so?*

Yes

No

Not Applicable

**ALL HIGH IMPACT EVENT HOLDERS** – Please read and adhere to the following requirements:

- (a) With the exception of Low Impact Events where nothing is being set up in the park, the Applicant shall furnish to the City a certificate of insurance for Comprehensive General Liability in the amount of \$1 million per occurrence along with an endorsement to the policy naming the City of Traverse City as additional insured. If alcohol is being served or sold, the Applicant shall furnish to the City a certificate of insurance for liquor liability in the amount of \$1 million per occurrence policy, naming the City of Traverse City as additional insured. The City Clerk may require additional insurance coverage.



- (b) The Applicant shall be liable for all damages both to property and person and shall defend, indemnify and hold harmless the City, its officers, agents, and employees from any and all claims, liabilities, losses, damages, actual attorney fees, and settlement expenses resulting or arising out of or in connection with the performance of the act for which this permit is issued. The obligations to defend indemnify and hold harmless shall exclude only those matters in which the claim arises out of allegations of the sole negligence or act of the City, its officers, agents or employees.
- (c) For winter events, the Applicant shall contact the Street Division Superintendent to address removal of snow
- (d) For Street Use Permits, at least two weeks before the event, the Applicant shall notify in writing all affected property owners and occupants along the route of the closure. The notice shall include the name of the event, a description of the event, time period, and the name and telephone number of a contact person.
- (e) The Applicant shall maintain a 20' wide center lane (10' on both sides of the center line) for emergency vehicles.
- (f) The tent/canopy membrane material shall be non-combustible, flame resistant, or treated in an approved manner in accordance with the Michigan Building Code. On-site inspection will be done by the Fire Marshal. The Applicant must contact the Fire Marshal at least 7 days before the event.
- (g) If displaying pyrotechnics, a unique site plan which meets regulatory requirements as well as an on-site inspection by the Fire Marshal is required.
- (h) For Street Use Permits, the Applicant shall provide watchmen and flagmen as may be necessary for the safety and convenience of the public and shall furnish all barricades, signs and lights necessary to protect the public and/or such additional barricades, signs and lights as required per part VI of the current Michigan Manual of Uniform Traffic Control Devices (MMUTCD).
- (i) The Applicant shall reimburse the City for expenses such as police, fire, streets, and others as agreed upon between the City and the applicant; the Applicant will be billed accordingly.
- (j) The Applicant is responsible for any cleanup needed following the event and any damage done to City property will be billed accordingly.
- (k) The rights granted by this permit are revocable at the will of the City of Traverse City, and the Applicant waives any right to claim damages or compensation in the event that this permit is revoked.
- (l) If issued, a permit may not be transferred or assigned.
- (m) Unless otherwise waived in writing by the City Clerk, the applicant shall not place anything on the sides of non-motorized pathways that would create less than a 2' clear zone on both sides.

**The undersigned, declares and says he/she wishes to be permitted to perform the operation, service or act stated hereon and that the statements made above are true and correct to the best of his/her knowledge and belief, he/she will comply with all provisions of the ordinances and policies of the City of Traverse City (hereafter "City") relative to the operation, service or act for which the permit is requested, and agrees to hold the City free and harmless from all liability which may be imposed upon it, to reimburse the City for all expenses of litigation in connection with the defense of claims as such liability and claims may arise because of negligence in the performance of the work or act for which the permit was issued.**

**The undersigned acknowledges that the City may revoke a permit if the city determines information regarding the event was not accurately conveyed to the City on this application document or if the City's ordinances or policies are violated; and by signing, waives any claims of liability, financial or otherwise, against the City should a permit be revoked.**

**The applicant acknowledges that the City may be required from time to time to release records in its possession. The applicant hereby gives permission to the City to release any records or materials received by the city from the applicant as it may be requested to do so as permitted by the Freedom of Information Act, MCL 15.231 et seq.**

Date: 10/16/23

Authorized Applicant Representative:

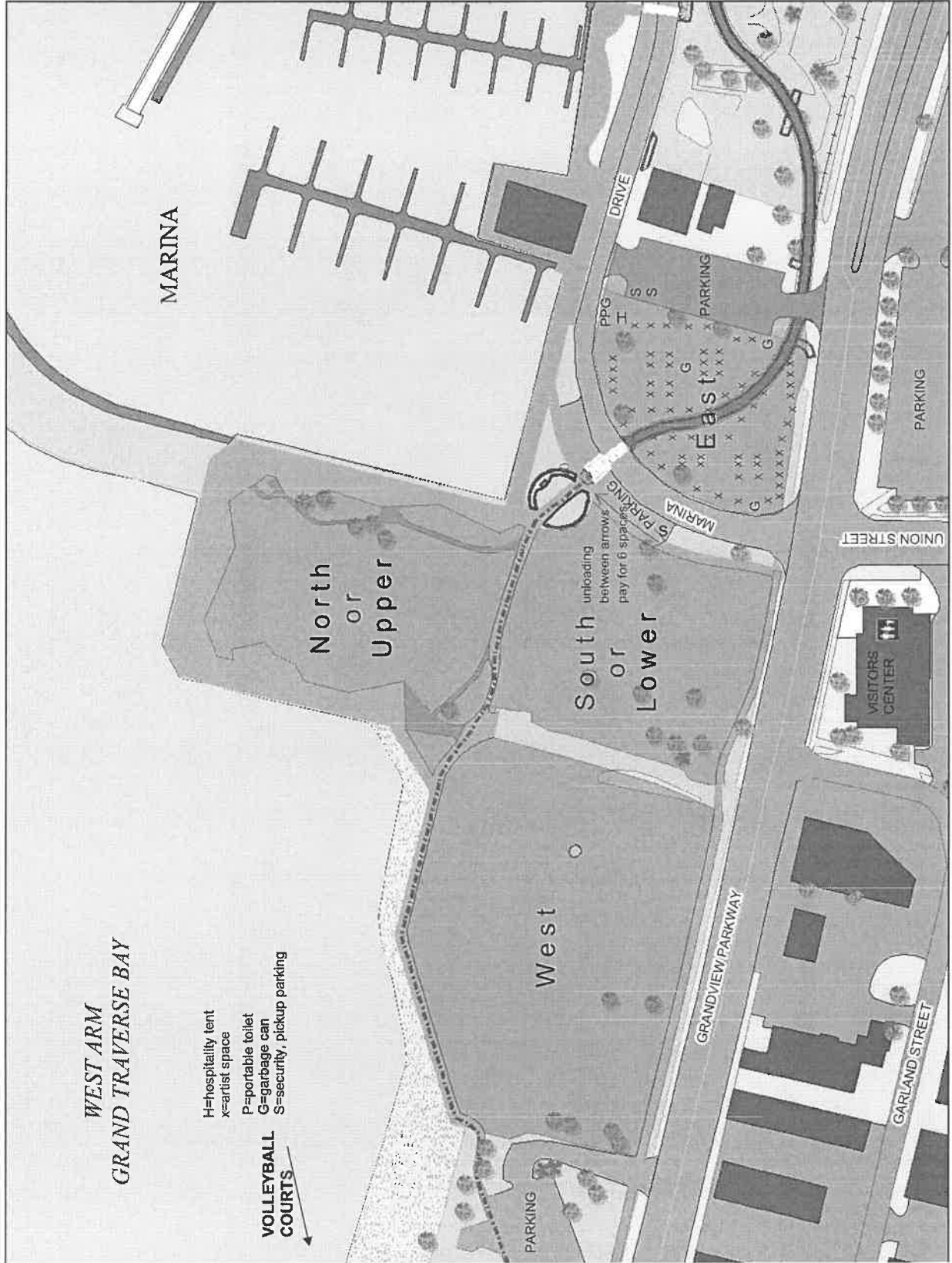
Danielle Lynch

(Please print)

A handwritten signature in black ink, appearing to read "Danielle Lynch", is written over a horizontal line. The signature is cursive and stylized.

(Signature)

# OPEN SPACE QUADRANT LAYOUT

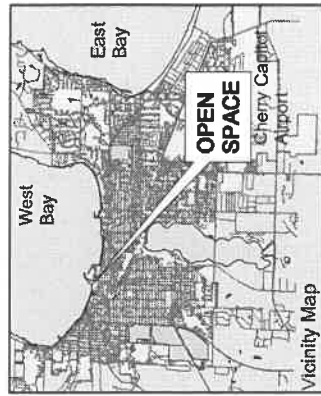


**Legend:**

- Park Improvements
- TART existing
- Sidewalk fill for parks maps
- City Parking Lot
- Park Land
- Restrooms

**Scale:** 100 50 0 100 Feet

**North Arrow:** N



City of  
**TRAVERSE CITY**

<b>GROUP NAME:</b>	Blue Ribbon Events
<b>CONTACT:</b>	Danielle Lynch
<b>PHONE NUMBER:</b>	231 350 8277
<b>EVENT NAME:</b>	Traverse City Art & Craft
<b>EVENT DATE:</b>	June 12, 2024
<b>DATE REQUESTED:</b>	10 / 16 / 2023
<b>APPROVED:</b>	
<b>COMMENTS:</b>	

*Blue Ribbon Events*  
*Traverse City Art & Craft Show*  
*Proposal*

*Danielle Lynch*

*[www.blueribbonevents.com](http://www.blueribbonevents.com)*

*231-250-8277*

*[blueribboneventsllc@gmail.com](mailto:blueribboneventsllc@gmail.com)*

Blue Ribbon Events is looking to enter into an agreement with the City of Traverse City to rent Open Space East Quadrant for art & craft shows that would enrich the community by showcasing and sharing handcrafted unique creations while giving the artists a venue for selling their creations.

We are requesting the same 1<sup>st</sup> weekend in June (June 1-2, 2023). This is a returning event in same location as last year but changed from Sunset park 2 years ago. In consideration, we submit this proposal and overview of event and logistics concerning proposed event.

Our hours open are 10am to 5pm, Saturday & Sunday. Artist load in to begin at 6am Saturday. Area to be agreed upon would be marked with water based spray paint to designate booth spaces which will leave no marks on the grass. We are ideally expecting 50-60 artists with no more than 75 artists. Load out to be done between 8-9pm Sunday of event. Overnight security will be parked in our paid for reserved parking spots after event hours.

There will be 12-15' walkways for ADA accessibility and event will have 4 corners as emergency vehicle access points. There will not be any area with more than 700 sq feet of tents without a break for emergency access. An information/emergency tent will have emergency 1<sup>st</sup> aid kit, sitting area and hospitality station for artist. (H on map)

Each event focuses on handcrafted items and the artists, makers and crafters who create them. We don't allow buy/sell, mass produced imported items. Our goal is to provide a venue for artisans to connect with patrons who support their art in mini gallery settings.

We are fully self-contained. We do not require assistance from city staff/preservation society during event. We are utilizing an open space in a community event that will bring economic improvement to the area with additional hotel and restaurant bookings. We are a returning event with the same venue/event prospectus last year. We will be responsible for the following:

- Free public event – no entry fee to public shoppers
- Booth & show layout – to be done by Blue Ribbon Events Friday am before event
- Water & Electric – No DPW assistance needed throughout weekend. We would request an outlet to brew coffee for vendors in the am.
- Portolet rental – Additional bathroom facilities will be added to lighten event use of public facilities.
- Load in & Out of vendors – Vendor load in and out will be coordinated by Blue Ribbon Events. Vendors check in, staggered unload by booth space, cars then moved to an agreed upon artist parking area a few blocks away. Artist will return after parking car to continue booth setup. This alleviates any congestion and chaos. Upon breakdown, load out tickets are given out to bring vehicle in for load out. No artist is allowed a vehicle in to load before tent is down. We will request to reserve 6-10 spaces with parking. There will be NO driving of vehicles on the grass or sidewalks.
- Grounds returned in as is condition minus normal foot traffic wear and tear. To mark booth locations we will utilize water based sprint paint similar to what they use on sports fields as agreed upon last year.
- All signage removed from footprint by Blue Ribbon Events within 24 hours from end of event.
- All advertising, promoting and marketing to be coordinated by Blue Ribbon Events

- Overnight security – will be parked in reserved paid spaces during non-event hours
- 8. Parking: Parking Lot V Suggested for Vendors, Parking Lot T Suggested for customers, 6 -10 unload/load parking spaces reserved by electric charging stations. Two of these designated spaces will be utilized for large item pickup loading during event from shoppers. There will be no parking on grass or sidewalks and will be closely monitored by event staff
- 9. No staking will be allowed in the park.
- 10. No mobile food trucks will be allowed.

## **COVID19 Safety Plan detailing Policies & Procedures**

In a world that was turned upside-down, Blue-Ribbon Events was the first promoter to tackle and successfully run over 100 events in Florida & Michigan since June 2020 all with safe, agreed upon Covid policies and procedures to protect both artists and patrons. We achieved this by scaling back the size of events to create a smaller, boutique setting. For these events, we estimate no more than 300 patrons per hour. We feel this will be the new face of events for the foreseeable future. Our proven track record speaks for itself and reference may be provided upon request from cities, municipalities and townships we have worked with. These are new uncharted times for art/craft show organizers and vendors. The safety of our vendors and shoppers are our utmost concern. We have implemented several successful procedures to promote social distancing for Michigan events. Should Covid become a concern for show dates, we agree to implement the following if directed by municipality:

1. All space between booths for event has been increased to 4 feet from 2 feet to allow for social distancing
  2. All walkways will be at least 10-15 feet wide for increased social distancing.
  3. Directional walkways promoting one-way shopping. This will be accomplished by two methods. Directional arrows in spray paint on the grass. The spray paint will go away on first mow. In areas where there is any concrete, arrows will be placed with removable duct tape showing directional flow pathways. If city staff and Blue Ribbon Events staff deems necessary, we will also provide signage stating directional flow reminders.
  4. Encourage horseshoe or multiple exit points on tent displays.
  5. One family/unit per booth. Have artists monitor and request additional patrons to wait in 6-10' space between tents.
  6. Traffic counting at informational booth setup at show entries. We will monitor event to keep crowd at agreed upon accepted levels. If there is any point when numbers are above acceptable amounts, we will stop the incoming flow and stagger entry into event.
  7. All vendors will be given a social distancing reminder sign to be hung in a visible location in their booth
- **Should we need to, Blue Ribbon Events will utilize several methods to address and help eliminate the possibility of the spread of germs:**
    1. 20-24 Hand sanitizing stations spread throughout event Informational booth with disposable gloves available for those that choose. Please see map attached. H-hand sanitizing stations. In addition, all vendor booths are required to have hand sanitizer in booths for patrons
    2. Vendors encouraged to utilize pointers to talk about art to minimize direct touching.

3. Artists to sanitize browse bins, displays and jewelry as needed.
4. Contactless payment systems are encouraged
5. Sanitizing of public bathrooms and any temporary bathrooms on a regular basis,

- **Should we need to, Mask wearing is addressed throughout the event in several manners**

1. Artists/vendors will be required to wear PPE masks when they can't maintain 6 ft social distancing if recommended by governing bodies including but not limited to Leland Township, Grand Traverse County, State of Michigan and CDC.
2. All staff will lead by example by wearing masks where appropriate to maintain public safety if deemed necessary by governing bodies.
3. Disposable gloves and masks available at info booth for patrons that need them.
4. 20 social distancing reminder signs 18" by 24" will be utilized and staked into the ground. 10 are marked on the attached map. Other 10 will be placed throughout event to supplement. We have 40 should we need more. They will be on hand to utilized if needed. See sign below.



5. Restrooms and portolets will have signage encouraging social distancing by artists and patrons when occupying either.
6. There will be 20 hand sanitizing stations throughout the event. The hand sanitizing stations will be placed approximately every 4 booths plus in walkways and center of common grass areas. In addition, every vendor must have hand sanitizer available for patrons in their booth. The portolet will be wiped down regularly by staff. Sign will also be added to remind each user to wipe door handles, ect off with disposable sanitizing wipes.

### **Traffic & Crowd Control Logistics**

The proposed events will utilize public parking in and around event. Customers will self-park. Parking Lot V Suggested for Vendors, Parking Lot T Suggested for customers.

All close parking will be left for patrons. We will also utilize two reserved parking spot as a pickup parking spot for larger purchases.

The event is FREE to the public, eliminating the chance of any congestion at entry points.

All our events are setup to accommodate customers with disabilities. We have 10-15 foot walkways which are accessible for wheelchair, stroller and walker users. We also utilize on sight handicap bathroom facilities or provide portolets that are ADA approved.

For load in and out, vendors will drive up to surrounding parking spots, unload their setup at designated parking spots as directed. Then they will move car to vendor parking before setup unless previously discussed with event staff.

No more than 75 artist booths at event.

Crowd control and counting to keep agreed upon numbers acceptable. Two entry/exit utilized where numbers are still limited by governing municipality.



## **Terms and Conditions**

Price is to be as per city agreement.

We shall be responsible for ensuring compliance with the Americans with Disabilities Act ("ADA") for Permit-related activities conducted in the agreed upon space. The Permittee shall provide reasonable accommodations for persons with disabilities, which includes reasonable accommodations and access to the Event, including programs and/or activities that the Permittee offers to the public. The Permittee shall make its accessibility and inclusion policy available to employees and the public during Blue Ribbon Events, LLC, its employees, representatives or agents shall not discriminate, by segregation or otherwise, against any person on the basis of race, color, religion, sex, national origin, age or disability in its performance under this Permit.

Blue Ribbon Events, LLC. shall ensure that all employees of the Permittee will display a courteous, friendly, and helpful attitude.

We assume all risk in the operation of its business under this Permit and shall be solely responsible and answerable in damages for accidents or injuries to persons or property, whether direct or indirect, arising out of its operations or arising by virtue of the carelessness, negligence, or improper conduct of the Permittee, its officers, employees, agents, or its subcontractors.

## **Insurance**

The Permittee shall secure and maintain insurance coverage as listed below, covering its operations under this Permit. Such insurance policies shall name the agreed upon as additional parties insured. At the time the Permit is executed, the Permittee shall provide the required insurance policy certificate.

Commercial General Liability insurance including bodily injury, property damage, personal and advertising injury, contents of the facility, products, and completed operations. The minimum limits of liability shall be \$500,000.00 each occurrence and \$1,000,000.00 general aggregate.

## **Cancellations and Modifications**

Any modifications or cancellations by either party shall be made in writing at least 120 days before any proposed event dates.

## **Governing Law**

This agreement shall be governed by and construed in accordance with the laws of the State of Michigan.

## **Judicial Action**

Any action or dispute arising from or brought under this agreement shall be filed with the proper courts in Michigan

## **Confidentiality**

Any information that any of the parties may acquire through the course of this agreement and discussions herein shall be recognized as confidential information and shall keep confidential the confidential information and shall exercise the same degree of care required by law