



CITY OF

# ST. LOUIS, MISSOURI

## Bandwagon Permit Application

Department of Parks, Recreation & Forestry  
5600 Clayton Avenue In Forest Park  
St. Louis, MO 63110  
Phone: (314) 289-5300; Fax: (314) 535-3901

### APPLICANT INFORMATION

(Please Type Or Print Clearly)

**Primary Contact:** \_\_\_\_\_

**Organization:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City/State/Zip:** \_\_\_\_\_

**Phone Number: (Day):** \_\_\_\_\_ **(Night)** \_\_\_\_\_ **(Cell)** \_\_\_\_\_

### BANDWAGON RESERVATION INFORMATION

- Event Type:**  Festival/Event                       Parade                       Walk/Run  
 Entertainment                       Block Party                       Rally/Demonstration

**Delivery/Pickup Date: From:** \_\_\_\_\_ **To:** \_\_\_\_\_

**Delivery Location:** \_\_\_\_\_

*Below are the actual days/dates/hours of operation of the event that the Bandwagon will be needed.. Attach additional sheet if event is more than 3 days.*

	Week Day	Date	Starting Time	Ending Time
Day 1	_____	_____	_____	_____
Day 2	_____	_____	_____	_____
Day 3	_____	_____	_____	_____
Day 4	_____	_____	_____	_____

### Rental Fee (Check One):

- Size: 28' x 14'6" (Without Front Sections)  
Base Rental Rate: \$700.00 – Two Hour Event; Additional Hours: \$75.00/Hour
- Size: 20' x 32' (With Front & Side Sections)  
Base Rental Rate: \$900.00; - Two Hour Event; Additional Hours: \$95.00/Hour

### Accessories (Check All Items Required):

- Lighting                       Generator                       Microphone  
 Amplifiers                       Sound System                       Microphone Stand

## BANDWAGON AGREEMENT/CONTRACT

The undersigned Lessee agrees to pay the City of St. Louis Park Department for the rental of the bandwagon and equipment indicated thereto according to the dates and times set forth.

The minimum rental fee for the Bandwagon \$625 or \$800.00 (fee based on the size requested) for four hours or less. The four (4) hour minimum includes one (1) hour for event set-up and one (1) hour for event take-down. For each hour over the initial four, there is an additional charge of \$75 per hour. If the bandwagon is used longer than specified on the reservation, the permit holder will be invoiced for the balance due. A Department of Parks and Recreation employee will be present with the bandwagon at all times and is responsible for all aspects of its operation.

There will be no refund or credit granted if a request is not cancelled at least 30 days prior to the reservation date. If a reservation is cancelled 30 or more days prior to the reservation, 50% of the total reservation fee will be refunded to the Lessee.

Reservations for the bandwagon must be made at least three weeks prior to the date being requested. Payment is due upon receipt of an invoice from the Department. Reservations to use the bandwagon may be made, up to one full year in advance, by calling 314-289-5344. The Department is not set up to accept Visa, MasterCard and Discover. The Department will accept checks or money orders payable to the City of St. Louis.

The Lessee will be required to hire off-duty police or security guards to protect the bandwagon over night for multiple day events. The Lessee will be billed for any missing or damaged equipment as well as for damage or vandalism of the bandwagon unit.

The bandwagon must be set up on a flat, hard surface (no grass). A diagram of the location and set up of the bandwagon must be submitted with the rental application. No signs, banners, or decorations may be taped or otherwise affixed to the Bandwagon other than skirting around the base of the bandwagon. The Bandwagon cannot be opened and/or will need to be closed if winds are in excess of 30 miles per hour for safety reasons and to prevent it from being tipped over.

The Lessee agrees to have a representative on-site when the bandwagon is delivered. Delivery times can be confirmed by contacting 289-5360. Failure to meet the crew at the designated time will result in the bandwagon being returned to storage.

The Bandwagon must be placed at a site before booths or other obstructions are in place. In choosing a site, check for posts, hydrants, parking meters, power lines, signs or height considerations that may hinder its placement. If the bandwagon is being placed in the street, street closing permits must cover the entire length of time the bandwagon is on site from delivery to removal.

In consideration of being allowed to use the Bandwagon, The Lessee agrees to hold the City of St. Louis and its officers and employees harmless from any injury to property or persons that occurs during this event. The Lessee will protect and defend the city or its officers and employees from any and all causes of action on claims that arise from the permitted event.

The Lessee agrees to be responsible for the supervision of the event, the conduct of all persons present, damages which may result to the city's property and/or equipment, and for the observance of the rules and regulations governing the use of the bandwagon.

Reservations are not transferable and may be revoked or changed at any time at the discretion of the Director of Parks, Recreation & Forestry.

By signing below, I declare that I have read and agree to abide by the conditions listed in this agreement/contract.

Lessee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please Print Name: \_\_\_\_\_