

Municipality of Skagway

Dedman Stage Use Request Form

Please fax to 907-983-2151 or e-mail to S.Fairbanks@skagway.org

In order to provide coordination of scheduled events at the Dedman Stage, the following information is required. Event must be approved by borough manager and rental fee and deposit must be collected by the Municipality prior to approval. **The deadline to cancel a reservation and receive a full refund of the rental fee is seven (7) days prior to the event**

Event Name: _____

Date of Event: _____

Event Description: _____

Hours of Use: _____

Responsible Party: _____

Contact Info.: _____

Special Arrangements: _____

Will user be utilizing a special event liquor permit on the premises? YES NO

***** THE MUNICIPALITY REQUESTS ALL EVENTS FOLLOW CURRENT CDC GUIDELINES*****

The Municipality of Skagway does not provide sound or lighting equipment for the event; user must make separate arrangements if this equipment is needed.

OPEN BURNING IS PROHIBITED AT THE OUTDOOR ARTS FACILITY

- Fasteners such as nails, screws, adhesives, tape, etc. that will leave holes or sticky residue shall **NOT** be used anywhere on the facility.
- No bicycles, scooters, etc. are allowed on the stage.
- No driving vehicles or equipment on the grass.
- All scaffolding and platforms must have wheels or pads under the legs to protect the floor from scratching.

_____ Damage Deposit: \$500.00 per day _____ Rental Fee: \$50.00 per day

_____ Refund due to user _____ Refund amount

Signature: _____

MANAGER APPROVAL: _____

PUBLIC WORKS FACILITY REVIEW AFTER EVENT: _____

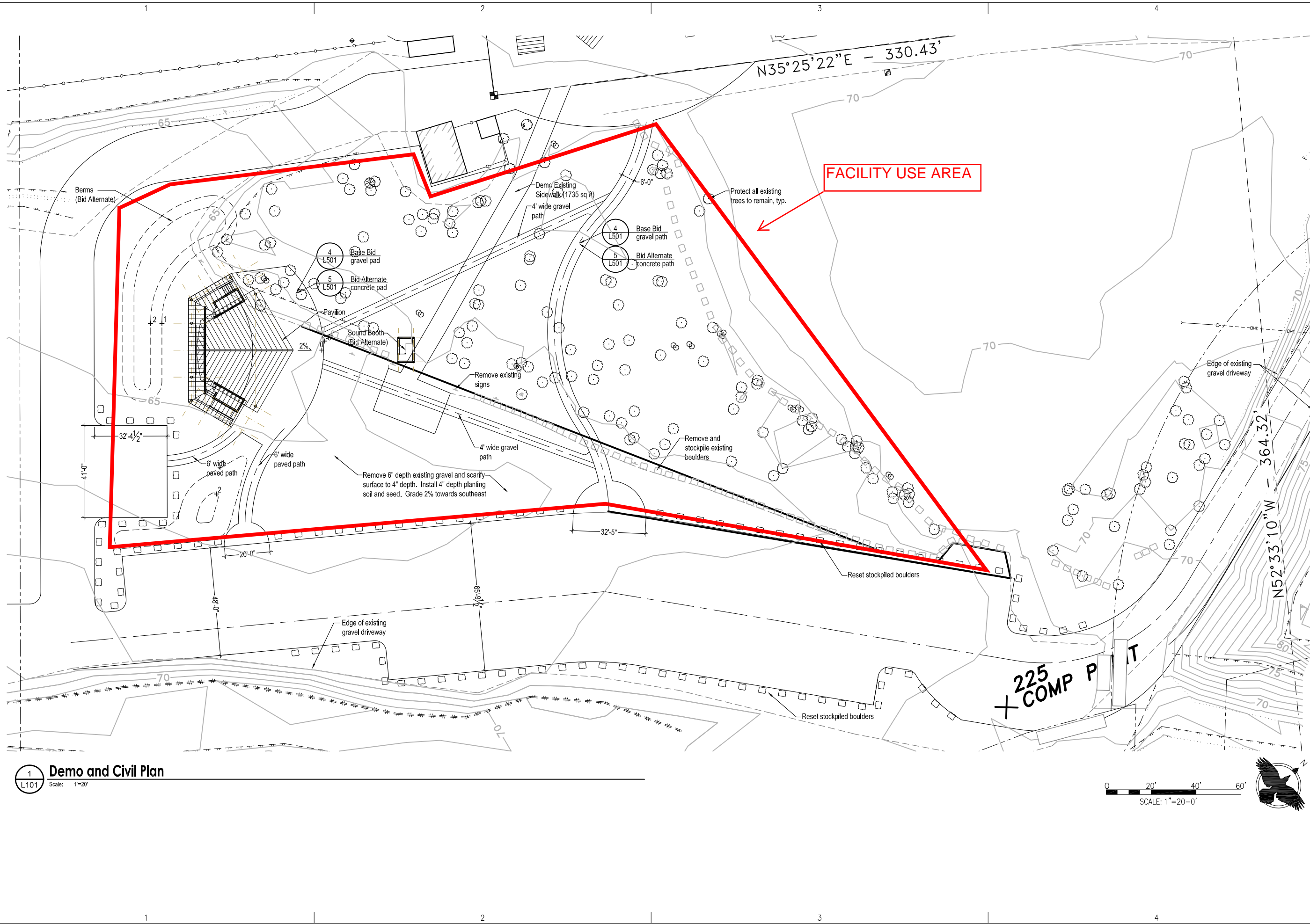
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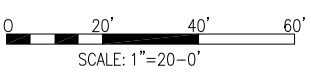
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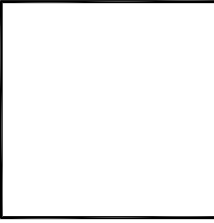


1 Demo and Civil Plan
 L101 Scale: 1"=20'



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SKAGWAY OUTDOOR ARTS FACILITY
MUNICIPALITY OF SKAGWAY
 Skagway, Alaska

| Revisions | | |
|-----------|-------------|------|
| No. | Description | Date |
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|-----------------|---------------------|
| Drawn by SEB | Date 2/1/13 |
| Checked CM | Job No. 12010.01 |

Sheet Contents
 Site And Demo Plan

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|----------------------|-------------------------|
| Category L | Sheet No. 101 |
|----------------------|-------------------------|

PLOT DATE: 2/1/2013 3:43 PM