

EXHIBIT A
TERMS AND CONDITIONS FOR RIVERFRONT PARK PUBLIC AND PRIVATE EVENTS

EVENTS IN RIVERFRONT PARK

These Terms and Conditions apply to all events in Riverfront Park.

LAWS, RULES & REGULATIONS

Licensee will comply with all state laws, city ordinances, park codes and regulations governing the use of Riverfront Park.

CONDITION OF PREMISES

Licensee will accept the premises to be used for the event in its present condition. Pre-arranged inspections of the premises may be requested. Upon termination of the Use Agreement, or upon revocation of permit, the licensee will leave the property in the same condition as it was immediately prior to the activity.

SITE PLAN

Depending on the nature of the event, a site plan may be required. If an activity interferes with normal park operations or requires special arrangements, a site plan will be required. All canopies, tents, inflatables and other similar structures **MUST** be secured by weights. **NO STAKES ALLOWED.** A site plan must show the locations of all elements of the activity. This plan may need third party approval. Riverfront Park retains the right to alter site plans if, in the opinion of park management, certain grounds/facility conditions cannot support the special use as planned or if the set-up interferes with normal park operations.

RUNS, WALKS, RACES

Riverfront Park reserves the right to change the routes of runs/walks/races if, at the discretion of Riverfront Park management, the route interferes with normal park operations, raises public safety concerns or the turf conditions cannot support the event. Participants must stay on the pathways in the Park. Riverfront Park encourages the use of cones, free standing signage and volunteers to make sure participants stay on course. Signs are not allowed to be nailed, stapled or bungee corded to trees, buildings, light poles or road signs, and/or stakes driven into the ground, and/or the marking of any pavement or hard surface. Any marking used to designate the route must be removed by the end of the day.

VEHICLES IN THE PARK

Private vehicles are not allowed in Riverfront Park without a valid vehicle permit. Vehicle permits may be obtained by contacting your event manager. All vehicles related to an event must have a vehicle permit displayed in the front window when on park property. There is a fee for vehicle permits. Proof of insurance may be requested before vehicle permits are issued. Vehicles may not remain on Riverfront Park grounds during an event unless stated on

an approved facility use agreement and vehicle permit. To remain on site a vehicle must: 1) have a vehicle permit in front window; 2) be shown on the site plan; and 3) Must not interfere with normal park operations. A \$100.00 fee will be issued to vehicles found on park grounds without proper vehicle permits or if the vehicle is located in an unauthorized location. Vehicles may also be impounded at the owner's expense. All damages to park grounds or facilities that have been caused by vehicles will be billed directly to the licensee of the event.

INSURANCE REQUIREMENTS

For all Riverfront Park events, a Certificate of Insurance (COI) will be required before a final permit is approved. Licensee is required to provide a COI which shows \$1 million in commercial general liability insurance and a policy endorsement which names the City of Spokane (808 W. Spokane Falls Blvd., Spokane, WA 99201) as additional insured.

ALCOHOL POLICY

The consumption of alcoholic beverages is not permitted in Riverfront Park unless the licensee is granted a proper permit through the Washington State Liquor and Cannabis Board (WSLCB). Once the licensee gets a WSLCB permit, the licensee must work the Park Director and Park Rangers to assure a safe event.

TOBACCO-FREE PARK ZONES POLICY

Most spaces and events within Riverfront Park are tobacco-free. Please check with the events coordinator if you expect or intend to have tobacco use or promotion at your event.

GARBAGE, WASTE WATER, GARBAGE DISPOSAL

Site plans must include plans for the disposal of excess garbage or other waste directly related to the event. Proper disposal methods will be strictly enforced. Licensee will be charged for disposal of waste or any damage which occurs as a result of improper disposal.

PERSONNEL AND EQUIPMENT

Depending on the nature of the event, extra services, including security personnel or additional equipment may be required. The cost will be paid by the licensee. All extra services must be requested no later than 21 working days prior to the event. If available, extra services/equipment requested less than 10 days prior to the event will be charged at twice the regular rate.

RESTROOMS

While many areas of Riverfront Park are equipped with restroom facilities, these may not be adequate for large events. The County Health Department advises to have one (1) portable restroom for every 250 people. The

number and location of portable restrooms will be determined by the Park's Event Manager. Five percent (5%) of all portable rest rooms must be ADA approved. Portable restroom will be at the expense of the licensee.

MUSIC/PUBLIC ADDRESS SYSTEMS/NOISE ORDINANCE

Sound amplification systems are generally forbidden after 10:00 p.m. Park management retains the right to control the P.A. volume. When music or a public address system is desired for a special use activity, the licensee is responsible to:

- 1) Use professional audio / stage technicians.
- 2) Adhere to "start/end" times.
- 3) Ensure the use of approved staging.
- 4) Provide all extra services and equipment as necessary.

BEVERAGE SALES

The City has the exclusive concession on all non-alcoholic beverages in Riverfront Park. No non-alcoholic beverages, not supplied by the City, shall be sold or sampled without special permission by Park Director.

PUBLIC ACCESS/GREEN SPACE

It is the desire of the Spokane Parks and Recreation Department to maintain free public access to Riverfront Park facilities and grounds. However, under certain circumstances, restricting public access to park facilities and areas may be allowed. It is the licensee's responsibility to provide appropriate signs directing the public to alternate pathways away from any limited access areas. Spokane Parks and Recreation Department desires to maintain all city parks as open green spaces. To accomplish this, Riverfront Park may limit scheduling to allow time for re-seeding, watering and growing time. Scheduling shall reflect a policy to minimize impact and maximize renovation and growing time.

EMERGENCY VEHICLE CLEARANCE

Event organizer is responsible for maintaining a 20' clearance at all times for emergency vehicle access.

DAMAGES

All damages, including excessive turf damage as a result of an event will be billed to the licensee.

APPEALS

All restrictions, conditions and fees, or the denial of a permit may be appealed to the Riverfront Park Director or designee. Appeals must be at least 30 days in advance of the activity and must be in writing. The name, address and phone number of the applicant; name of the activity, a description of the proposed activity, date of the requested usage and the nature of the appeal must all be on the appeal request.

