



Whitley County Board of Commissioners

Whitley County Government Building

220 West Van Buren Street, Ste. 101

Columbia City, IN 46725

REQUEST/PERMISSION TO USE COUNTY FACILITIES

Today's Date: 10/16/2022

Email Address: Jeff Herendeen 65@gmail.com

Name: JEFF Herendeen FF/EMT

Telephone Number: 260-229-2813

Organization: Columbia City Fire Dept

Approx. Number of Participants: 500-600

Address: 112 S. Chauncey St

Purpose: Christmas candy give away

Columbia City

Facility Requesting to Use: C.C.F.D.

1) - outside grounds

ALTERNATE

2) Courthouse Foyer

Date Requested: December 24th

Times Requested: 1730 - 2030

Terms/Conditions: The above listed agency or person(s) will be financially responsible for any building or property damage or vandalism, including but not limited to, all buildings, gazebo, monuments, sidewalks, trees, shrubs, lawn, fence and any equipment located on the property. This includes any writing on the buildings, steps, arches, monuments, signs, benches, gazebo or sidewalks. No hanging, mounting, posting, stapling or taping to building(s), steps, arches, monuments signs, sign post, trees, benches, gazebo or sidewalks. No digging, scraping, spraying or burning in, on or around shrubs, trees or lawn and landscape beds. No access or storage in on or around mechanical equipment on west side of the Courthouse. No driving on the Courthouse lawn. Agency or person(s) will also be required to pick up any trash or debris left from the event and to put things back the way they were found.

Parking around the Courthouse after 5:00 p.m. is permitted. No parking or blocking access to the asphalt drive on the west side of the Courthouse.

There is a County supplied electrical hook-up located on the inside east support post of the gazebo which is a 20 amp GFCI receptacle, load capacity, approximately 16-18 amps. Any other electrical needs will need to be coordinated with the Columbia City Utilities Office at 248-5100.

In signing this document, you acknowledge and agree to abide by the terms/conditions listed above.

Applicant Signature: Jeff Herendeen FF/EMT CCFD Date: 10/16/22

Consent **GRANTED**

Consent **DENIED** for following reasons: _____

WHITLEY COUNTY BOARD OF COMMISSIONERS

GEORGE SCHRUMPF

10-17-2022
DATE

Chad Banks
CHAD BANKS

Theresa Batsinger
THERESA BATSINGER