

USE OF COURTHOUSE COURTYARD AREA REQUEST FORM

Complete and Return Request Form To:
Commissioners Office
423 Allegheny Street, Suite 441A
Hollidaysburg, PA 16648
commissionerstaff@blairco.org
814-693-3030 phone 814-693-3033 fax

Organization's Name	
Contact Person's Name	
Street Address	
City, State, Zip Code	
Phone Number	
Email Address	
Event Name	
Date of Event	
Begin and End Time of Event	Beginning Time: _____ Ending Time: _____
Starting and End Point of Event	Start Location: _____ End Location: _____

Has Liability Insurance been obtained for the event?

Yes If Yes, the County of Blair must be listed as the Certificate Holder and added as an additional insured on a primary, non-contributory basis and a 30-day notice of cancellation applies for certificate holder.

No

GUIDELINES FOR USE OF COURTHOUSE COURTYARD AREA

1. You and/or your organization are responsible and liable for the safety and conduct/actions of event participants.
2. You and/or your organization are responsible for any damages to county owned property occurring because of your event.
3. You and/or your organization are responsible for any cleanup of county owned property at the conclusion of your event.
4. You and/or your organization are responsible to contact the Hollidaysburg Borough Manager's Office, 814-695-7534, prior to your event to determine if the Borough has any specific requirements that must be followed for your event.

Print Name

Signature

Date

<p>Approved By:</p> <p>President _____</p> <p>Vice-President _____</p> <p>Secretary _____</p> <p>Chief Clerk _____</p> <p>Date Approved: _____</p>	<p>Copies To:</p> <p>Maintenance Manager</p> <p>Sheriff</p> <p>Requestor</p> <p>Commissioner Office File</p>
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