

emailed to S:EPD
7/15/23

Waiting on evaluations
from EPD/Street 13a

VILLAGE OF ENDICOTT
APPLICATION/FESTIVALS PERMIT

RECEIVED
JUL 15 2023
Village of Endicott
Deputy Clerk/Treasurer

FESTIVAL OR OTHER EVENT APPLICATION/PERMIT MUST BE FILLED OUT COMPLETELY AND PRESENTED TO THE VILLAGE OF ENDICOTT CUSTOMER SERVICE CENTER.

APPLICATIONS SUBMITTED LESS THAN THIRTY-FIVE (35) CALENDAR DAYS BUT NOT LESS THAN THIRTY (30) CALENDAR DAYS PRIOR TO THE EVENT SHALL BE SUBJECTED TO LATE FEES AS SHALL BE SET FROM TIME TO TIME.

ANY QUESTIONS REGARDING THIS APPLICATION, PLEASE CONTACT THE DEPUTY/ASSISTANT CLERK AT (607)757-2435

NAME OF EVENT Union - Endicott Homecoming Parade
NAME OF ORGANIZATION OR GROUP Union Endicott CSD
ADDRESS 1100 E. Main St. PHONE# 607-757-2191
NAME OF COORDINATOR Mindy Stanton PHONE# 607-757-2191

EVENT DATE(S): 9/30/23 TIME-FROM 10 am TO 12:30 pm
(IF ADDITIONAL SPACE IS NEEDED FOR MULTIPLE DATES, PLEASE ATTACH A SEPARATE SHEET)

LOCATION/ROUTE: See attached
SETUP DATE 9/30 START TIME 11am CLEANUP DATE 9/30 END TIME 12 pm

DESCRIPTION OF ACTIVITY: DESCRIBE THOSE THAT ARE APPLICABLE, ATTACH ANOTHER SHEET IF NEEDED

- Food: _____
- Crafts: _____
- Music: _____
- Games: _____
- Animals/Rides: _____
- Special requests or comments _____

a. Sound System yes () no ()

b. location(s): _____

c. Refuse: _____

d. Cones/Barricades: We will need @ intersections of Monroest + Broad St

Mindy Stanton
COORDINATOR SIGNATURE

7-14-23
DATE

**VILLAGE OF ENDICOTT
APPLICATION/FESTIVALS PERMIT**

*******PLEASE CONTINUE TO PAGE (2)**

****NEW ADDITION INFO****

**** PLEASE TAKE NOTE THAT FOR ALL SPORTS- RELATED EVENTS, METAL CLEATS ARE BANNED FROM ALL VILLAGE OF ENDICOTT PLAYING FIELDS WHICH INCLUDE THE AIRPORT AND BASEBALL FIELDS AT LOGAN, DAVIS AND SERTOMA. ANYONE FOUND ABUSING THIS BAN WILL BE FINED BY THE VILLAGE. THANK YOU.**

**** PLEASE TAKE NOTE THAT NO OBJECTS OR CANDY CAN BE THROWN FROM VEHICLES AT ANY TIME DURING PARADES OR ANY OTHER VILLAGE SANCTIONED EVENTS. THANK YOU.**

INSURANCE CERTIFICATE MUST BE PROVIDED TO THE VILLAGE WITH THIS APPLICATION. IF THIS APPLICATION/PERMIT IS APPROVED BY THE BOARD OF TRUSTEES, IT MAY BE CONTINGENT UPON YOUR ORGANIZATION/GROUP PAYING FOR CERTAIN COSTS ASSOCIATED WITH YOUR EVENT. YOUR ORGANIZATION AGREES TO PAY THE VILLAGE OF ENDICOTT FOR THESE COSTS. YOU WILL BE NOTIFIED IN WRITING OF THE BOARD OF TRUSTEE'S DECISION, TOGETHER WITH ANY ADDITIONAL COSTS.

IN THE EVENT YOU WOULD LIKE POLICE COVERAGE, YOU MUST CONTACT ASST/CHIEF CRAIG WILLIAMS @ 607.757.2480

WILL THIS EVENT INCLUDE ALCOHOL? Y OR N

HAVE YOU AND/OR VENDOR INCLUDED A 1-DAY WAIVER FORM FROM YOUR INSURANCE?

Y OR N

HAVE YOU INCLUDED A CERTIFICATE OF INSURANCE ADDING THE VILLAGE AS ADDITIONAL INSURED AND A WAIVER OF SUBROGATION? Y OR N

Hold Harmless, Indemnification, Assumption of Risk and Release. The undersigned applicant hereby agrees to hold harmless, defend and indemnify the Village of Endicott and its officials, employees, officers and agents from any action, order, suit, judgment, execution, claim, damage, injury or demand whatsoever, of every name and nature, occasioned by, arising out of, or connected to the event identified in this permit application, and as a result of the conduct of participants, and as a result of the cleaning of rubbish and/or debris from the event area. The undersigned assumes the risk of any and all events identified in this permit application and accepts all Village property "as is." The undersigned does hereby release and forever discharge the Village of Endicott and all of its officials, employees, officers and agents from any action, order, suit, judgment, execution, claim, damage, injury or demand whatsoever occasioned by, arising out of, or connected to the event identified in this permit application.

**VILLAGE OF ENDICOTT
APPLICATION/FESTIVALS PERMIT**

THANK YOU.

2023 Union- Endicott Homecoming Parade

10:00am Parade staging begins in the Huron lots located off the 10 block of Garfield.

11:00am Parade begins. The parade route is:

1. Starts from staging lots off Garfield to North Street.
2. North Street to Washington Ave.
3. Washington Ave. to Main Street.
4. Cross over Main Street to Washington Ave.
5. Washington Ave. to Club House Road.
6. Club House Road to Boys & Girls Club parking lot adjacent to the UEHS Football Field.

2:00pm Homecoming Football Game

8-11pm Homecoming Dance



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
07/13/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Brown & Brown of New York, Inc. 500 Plum Street, Suite 200 Syracuse NY 13204-1480		CONTACT NAME: Lorraine Polhamus PHONE (A/C, No, Ext): (607) 677-0750 FAX (A/C, No): (315) 474-7039 E-MAIL ADDRESS: Lorraine.Polhamus@bbrown.com	
INSURED Union Endicott Central School District 1100 E Main St Endicott NY 13760		INSURER(S) AFFORDING COVERAGE INSURER A: Utica National Insurance Company of Ohio INSURER B: Republic-Franklin Insurance Company INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 13998 12475	

COVERAGES **CERTIFICATE NUMBER:** *23-24 Master (AI/WOS) GL **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	2022548	07/01/2023	07/01/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY	N	N	BAC5048192	07/01/2023	07/01/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	N	N	2022473	07/01/2023	07/01/2024	EACH OCCURRENCE \$ 20,000,000 AGGREGATE \$ 20,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	5052597	07/01/2023	07/01/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	School District & Educators Legal Sexual Abuse or Molestation	N	N	2022548	07/01/2023	07/01/2024	Each Loss / Aggregate \$1M / \$3M Each Loss / Aggregate \$1M / \$3M


DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: HOMECOMING PARADE SEPTEMBER 30, 2023

General Liability: Form 8-E-3042(NY) 07-2016 Blanket Additional Insured applies if so required by written contract, agreement, or permit.
Form 8-E-3042(NY) 07-2016 Additional Insured on Primary and Non-Contributory basis if so required by written contract, agreement, or permit.

CERTIFICATE HOLDER

CANCELLATION

Village of Endicott 1009 E Main St Endicott NY 13760	<p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</p> <p>AUTHORIZED REPRESENTATIVE</p> 
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cc: EPD/Street
8/11/23

*Waiting on eval/sheets from
EPD/Street

136

EVENT PERMIT APPLICATION

VILLAGE OF ENDICOTT
1009 E Main St., Endicott, NY 13760
Phone (607) 757-2411

RECEIVED
AUG 01 2023
Village of Endicott
Deputy/Clerk Treasurer

This application is submitted pursuant to Chapter 193, Article IV of the Endicott Village Code. By submitting an application, you certify that you have reviewed Chapter 193, Article IV of the Endicott Village Code and that this application is in compliance with the requirements thereof.

Applications for event permits must be submitted at least thirty-five (35) calendar days prior to the event, not including the date of submission. Applications submitted less than thirty-five (35) calendar days but not less than thirty (30) calendar days prior to the event shall be subject to late fees as set forth from time to time by the Village Board. Said late fees shall be applied to each day which is less than thirty-five (35) calendar days prior to the event. Applications received less than thirty (30) calendar days prior to the event shall be rejected. The resubmission of a permit application shall not allow for the modification or suspension of submission deadlines.

If additional space is necessary, please utilize and attach additional pages as needed.

Applicant Information

Applicant Name Monica Jordan
Address 1101 Monroe St. Endicott, NY 13760
Phone 607-744-1055 Email netmoss@yahoo.com

Sponsoring Organization (if any)

Sponsoring Organization Name Endicott Apple Fest
Contact Person Name Monica Jordan
Contact Person Address 1101 Monroe St. Endicott, NY 13760
Contact Person Phone 607-744-1055 Contact Person Email netmoss@yahoo.com

On-Site Manager(s)

Name(s) Monica Jordan, Lynne Orlando
Emergency Phone 607-744-1055, 607-321-3219

Event Information

Name of Event Endicott Applefest.

Location of Event (specify designated area or portion of Village property to be utilized)
Washington Ave from North St to Broad St. - 1
Endicott Florist Parkway Lot, Monroe St. from
Madison to Canfield

Barricades at North & Washington, Broad St. &
Washington, Madison & Monroe, Canfield & Monroe,
Endicott Florist Parkway Lot where it meets alley.

(no parking) Special Event Signs Put on Washington Ave. between
North St & Broad & in Endicott Florist Parkway Lot (NIGHT
135 FOR

Description of the Event A full day of over 90 vendors;
craft, food & more for profit up & down
Washington Ave. 2 areas of music including
intermission acts. 3 on main stage & 4 on
Endicott Florist Parking Lot.

Description of all Items to be Utilized (such as platforms, stages, tents, tables, chairs, grandstands, cooking apparatuses, electrical equipment, sound systems, etc.) Broome County
Stage located on Washington Ave between
EPAD & Ever After Bridge) tables & chairs in
Endicott Florist Parking Lot

Estimated Number of Participants 4000 plus weather dependent

Website Address of the Event (if any) FB. Endicott Apple Festival

Event Date(s)/Hours (including times that setup prior to and cleanup after the event shall occur)

Saturday 9/16 7am-10am (setup) 10am-5pm (event) 5pm-6pm
(teardown)

Village Sponsorship of Event

Is Village sponsorship of the event requested? Yes No

If yes, please describe any proposed donation of time, materials, gifts, or services to be contributed to the event.

Please check one of the following

Will cooking occur at the event? Yes No

If yes, please provide a description of all cooking apparatuses to be used.

Food Vendors - Smoke Legends, Jimmy Joes BBQ, Kettlecorn,
Alexander's Cafe, Kasey's BBQ, Down East Quarterback,
Gramps Funnel Cakes, Salamidas, Villa Thai

Will the sale of food occur at the event? Yes No

Will the event require access to Village electric service? Yes No

If yes, please provide a description of all items which require use of Village electricity, along with the power requirements of each item.

Will the event require access to Village water serve? Yes No

If yes, please provide a description indicating in what capacity Village water will be utilized.

Will vendors operate in the requested area during the event? Yes No

Will access to public restrooms be required? Yes No There will be 3 port a potties 2

Proof of Insurance

in Endicott Florist Park
Lot, 1 outside m&T westway
outside alley.

Please attach to this application proof of the following insurance coverages:

- General liability insurance in an amount of not less than \$1,000,000.00, which lists the Village as an additional insured on a primary noncontributory basis;
- Property insurance in an amount not less than \$50,000.00, which lists the Village as an additional insured on a primary noncontributory basis;
- If the event will sell alcohol, liquor liability insurance in an amount not less than \$1,000,000.00, which lists the Village as an additional insured on a primary noncontributory basis; and
- If the applicant or sponsoring organization has paid employees, workers compensation insurance.

Payment of Fee

Did you include the required fee with this application? Yes No N/A

Terms and Conditions

All event permits issued pursuant to the Village Code, specifically Chapter 193, Article IV, which may be amended from time to time (applicants should refer to the current Village Code as the terms and conditions below may not reflect the most recent version of the Village Code) shall be subject to the following terms and conditions:

- The event permit applicant is responsible for inspecting the public property which he or she intends to reserve for the exclusive and reserved use of the event in order to determine whether or not the public property is suitable for the proposed event, and to ensure that there are no defects or dangerous conditions. If, subsequent to submitting the event permit application, a new defect or dangerous condition appears, the event permit applicant must advise the Village of Endicott in writing at least five business days prior to the event. The Village may, in its discretion, correct the defect or dangerous condition or may advise the applicant to cancel or adjourn the proposed event. If the event permit applicant provides less than five business days' prior notice or elects to proceed with the proposed event before the defect or dangerous condition is remedied, the event permit applicant and event participants waive any right of action against the Village of Endicott.
- The event permit applicant shall maintain responsibility for the Village property which is reserved for the exclusive and reserved use of the event, and shall be responsible for the cleaning, maintenance and/or repair of said event area:

Indemnification

The applicant agrees to hold harmless, indemnify, and defend the Village of Endicott, its officers and employees from any and all claims, actions, damages, or liability arising from the permitted event of every name and nature which may arise or be incurred by the Village as a consequence of giving such permission for the exclusive and reserved use of Village property, or as a result of the conduct of event participants, or as a result of the cleaning of rubbish and/or debris from the area in which the event is held.

Signature

Monica Jordano

Name (print) of Applicant

Monica Jordano

Signature of Applicant

7/29/23

Date

FOR VILLAGE USE ONLY

Does this application include the full event permit fee? Yes No

Does this application include all required proofs of insurance? Yes No

Does this application answer and/or fill in every required field? Yes No

If the applicant seeks Village sponsorship, did the Board vote to approve? Yes No

Approved Modified Denied

Village Manager

Date



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/01/2023

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PRODUCER Harter Hill Insurance Agency 3401 E. Main St. Endwell, NY 13760 License #: 1305809	CONTACT NAME: Nichole Cole PHONE (A/C, No, Ext): 607-754-4020 FAX (A/C, No): 607-786-0265 E-MAIL ADDRESS: nichole@harterhill.com <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">INSURER(S) AFFORDING COVERAGE</td> <td style="text-align: center;">NAIC #</td> </tr> <tr> <td>INSURER A: Central Co-Operative Ins. Co.</td> <td></td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Central Co-Operative Ins. Co.		INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:	
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INSURER F:															
INSURED JENA of Broome County Inc DBA The Downtown Quarterback 739 Prescott Ave Endicott, NY 13760															

COVERAGES **CERTIFICATE NUMBER: 00026085-73427** **REVISION NUMBER: 4**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
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	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 1 Day Event on 09/16/2023 for Endicott Apple Festival.

CERTIFICATE HOLDER Village of Endicott 1009 E Main Street Endicott, NY 13760	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <div style="text-align: center;"> (NLC) </div>
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Rights of Way, use of
Article III Banner Permits
Application

NAME: MONICA JORDAN

ADDRESS: 1101 MONROE STREET

ENDICOTT NY 13760

PHONE: 607-321-3219

EMAIL: COLONIAL.HALL@GMAIL.COM

BANNER SIZE 24 INCHES X 15 FEET

DISPLAY LOCATION: OVERPASS MCKINLEY AVE BRIDGE

DISPLAY DATES: 8/30/2023 – 09/16/2023

DELIVERY DATE: 08/25/2023

If you have any questions, please reach out to me .

Signature: Monica Jordan