



CHARTER TOWNSHIP OF WATERFORD

CLERK'S OFFICE

5200 Civic Center Dr. • Waterford, MI 48329

Phone 248-674-6266 • Fax 248-674-5455

Web Page www.waterfordmi.gov

CARNIVAL OR AMUSEMENT PARK APPLICATION

CLERK'S USE ONLY

Non-Refundable Application Fee Paid: _____ Date: _____ Receipt No.: _____

Sent to Depts.: _____ Electrical Inspector: _____ Police Dept: _____ Zoning: _____

DPW: _____ Treasurer: _____ Fire Dept: _____

Date of Board Action: _____ Approved/Denied: _____

1. Contact Information

NAME	PHONE
EMAIL	

2. Proposed Location of Carnival or Amusement Park

ADDRESS	FOR BENEFIT OF (IF APPLICABLE)	
LEGAL DESCRIPTION	ZONING	

3. Property Owner Information

NAME	PHONE	AGE	
ADDRESS	CITY	STATE	ZIP

4. Days of the Week, Dates and Hours of Operation

DATES	DAYS OF THE WEEK
HOURS OF OPERATION	NUMBER OF CONSECUTIVE DAYS

5. Applicant Information: complete for all owners, partners, stockholders, managers (add additional sheets if necessary)

NAME	TYPE OF INTEREST (OWNER, MANAGER, ETC)	PHONE NUMBER	
ANY OTHER NAME OR ALIAS THIS INDIVIDUAL HAS BEEN KNOWN BY	DRIVER'S LICENSE NUMBER		DATE OF BIRTH
ADDRESS	CITY	STATE	ZIP CODE
LIST ALL FELONY AND MISDEMEANOR CONVICTIONS	ARRESTING AGENCY		DATE
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OWNERS AND/OR STOCK HOLDER? IF SO, YOU MUST BE FINGERPRINTED AT THE WATERFORD POLICE DEPT. <input type="checkbox"/> YES <input type="checkbox"/> NO			
NAME	TYPE OF INTEREST (OWNER, MANAGER, ETC)	PHONE NUMBER	

ANY OTHER NAME OR ALIAS THIS INDIVIDUAL HAS BEEN KNOW BY	DRIVER'S LICENSE NUMBER		DATE OF BIRTH
ADDRESS	CITY	STATE	ZIP CODE
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5. The following sanitary facilities are or will be available for the proposed event (see site plan for location)

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5. Number of Concessions: _____. **Attach** description and nature of all concessions.

6. **Attach** Safety Inspection Certificate for each mechanical device

7. **Attach** a certificate of liability insurance from a Michigan company, \$300,000.00 ea. injury/\$500,000.00 ea. incident.

8. **Attach** security plans and security agreement

9. **Attach** letter of permission from property owner, if applicable

10. **Attach** Police Department approval of security or cost recovery

11. **Attach** a diagram drawn to scale showing the location of each proposed concession on the proposed premises, the location of sanitary facilities, the location of all structures within five hundred (500) feet of the perimeter of the proposed location and the plans and specifications for all electrical sources, installations and uses. NOTE: Vehicle parking may not be in front of subject property, it must be set back.

12. **Attach** Zoning approval

13. Maintain the required property line setbacks in compliance with the Zoning designation. Check one:



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**CARNIVAL OR AMUSEMENT PARK
REQUIREMENTS**

Carnival or Amusement Park License

Applications:

Available at the Clerk's Office or on the website www.waterfordmi.gov

Duration:

Amusement License (2 weeks or longer at site)
Carnival License (less than 2 weeks at site)

Fees: **Non refundable**, fee waived for non-profit organizations.

Carnival (less than 2 weeks) - per Event	
less than 10 concessions	\$110.00 per Event
10-19 concessions	\$165.00 per Event
20+ concessions	\$220.00 per Event
Amusement Park (2 weeks or more)	Fees are doubled

Requirements:

- ☐ Written statement from Property Owner giving permission for event
- ☐ Copy of the Site Plan of event
- ☐ Copy of the safety inspection certificates for the current year, issued by the State, for each mechanical device designed to give an amusement ride
- ☐ Security Agreement Plan
- ☐ Police Department approval
- ☐ Zoning approval from Development Services
- ☐ Proof of insurance (\$300,000 ea injury/\$500,000 ea incident)

Please inquire with Development Services at 248-674-6238 and/or the Fire Department 248-674-0405 to see if you will need additional permits.

NOTE: Vehicle parking may not be in front of subject property – must be set back.