



## 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](http://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	
LIST ALL FELONY AND MISDEMEANOR CONVICTIONS	ARRESTING AGENCY	DATE	
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
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			

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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			

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:

- C-3 Extensive Business requires 30' setback
- M-1 Light Industrial requires 40' setback
- M-2 General Industrial requires 50' setback

14. License Fees, check one:

**Amusement Park License (2 weeks or more)**

- less than 10 concessions the fee is \$220.00
- 10-19 concessions the fee is \$330.00
- 20+ concessions or more the fee is \$440.00

**Carnival License (less than 2 weeks)**

- less than 10 concessions the fee is \$110.00
- 10-19 concessions or less the fee is \$165.00
- 20+ concessions or more the fee is \$220.00

I, the undersigned applicant, have read and understand each and every provision and requirement of **Waterford Township Code Chapter 10 Article III** regarding the regulation of carnivals and amusement parks in the Township; and I will provide such other information that the Township requests and deems necessary, in its reasonable discretion, to discover the truth of the matters required to be set forth in this application or required by Township Ordinances: YES. NO \_\_\_\_\_.

I, THE UNDERSIGNED APPLICANT, HEREBY SWEAR THAT ALL OF THE STATEMENTS, ANSWERS AND INFORMATION I HAVE PROVIDED IN OR AS PART OF THIS APPLICATION ARE TRUE, ACCURATE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. AND I UNDERSTAND AND ACKNOWLEDGE THAT ANY FALSEHOODS OR MISREPRESENTATIONS CONTAINED IN SUCH STATEMENTS, ANSWERS OR INFORMATION CAN, AMONG OTHER THINGS, BE THE CAUSE OF A DENIAL OF THE REQUESTED LICENSE AND CAUSE FOR THE REVOATION OF ANY LICENSE ISSUED TO THE APPLICANT UNDER CHAPTER 10 OF THE WATERFORD TOWNSHIP CODE.

DATE: \_\_\_\_\_

SIGNED: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

Note: If signer is signing on behalf of a corporation, partnership or LLC, identify the signer's position and authority to sign in such capacity.

Acknowledged before me on \_\_\_\_\_

By \_\_\_\_\_

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
County, Michigan

Acting in \_\_\_\_\_ County, Michigan

My Commission Expires: \_\_\_\_\_



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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](http://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.