

City Council Supplemental Meeting Agenda
June 08, 2021

7. THE MATTER OF AUTHORIZING THE CITY ADMINISTRATOR TO APPROVE A PUBLIC EVENT PERMIT AND POSSIBLE TEMPORARY SPECIAL EVENT LIQUOR LICENSE FOR THE TASTE OF TRI-COUNTY AND BUSINESS EXPO EVENT

STAFF REPORT:

Exhibit A: Public Event Application

ACTION: MOTION TO AUTHORIZE THE CITY ADMINISTRATOR TO APPROVE THE PUBLIC EVENT PERMIT AND TEMPORARY SPECIAL EVENT LIQUOR LICENSE IF IT IS REQUIRED, FOR THE TASTE OF TRI-COUNTY AND BUSINESS EXPO EVENT

OTHER ITEMS

ADJOURN

Agenda Bill
Harrisburg City Council
Harrisburg, Oregon

THE MATTER OF AUTHORIZING THE CITY ADMINISTRATOR TO APPROVE A PUBLIC EVENT PERMIT AND POSSIBLE TEMPORARY SPECIAL EVENT LIQUOR LICENSE FOR THE TASTE OF TRI-COUNTY AND BUSINESS EXPO EVENT

STAFF REPORT:

Exhibit A: Public Event Application

ACTION: MOTION TO AUTHORIZE THE CITY ADMINISTRATOR TO APPROVE THE PUBLIC EVENT PERMIT AND TEMPORARY SPECIAL EVENT LIQUOR LICENSE IF IT IS REQUIRED, FOR THE TASTE OF TRI-COUNTY AND BUSINESS EXPO EVENT

THIS AGENDA BILL IS DESTINED FOR: Supplemental Agenda – June 8, 2021

BUDGET IMPACT		
COST	BUDGETED?	SOURCE OF FUNDS
n/a	n/a	n/a

STAFF RECOMMENDATION:

Staff recommends the City Council authorize the City Administrator to approve the Public Event and temporary liquor license permit issuance (if required) for the Tri-County Chamber Taste of Tri-County and Business Expo event planned for July 15, 2021.

BACKGROUND INFORMATION:

Harrisburg Municipal Code (HMC) Chapter 9.52 requires a Public Event Permit for any event that garners more than 100 participants or attendees, or if an event is required to obtain a permit from Linn County. Unlike the Old-Fashioned 4th of July, this is a new event, and therefore, notices will be sent to those residences located within 300’ of the event venue, as required by the ordinance standards.

HMC 9.52 states that it is the City Administrator who authorizes and approves all public event permits. The event chair for the Taste of Tri-County and Business Expo is also the City Administrator. The City Council is being asked to authorize the City Administrator to approve the event permit, again, because there is a slight conflict of interest in the City Administrator approving their own event permit, without someone else in authority reviewing the event permit in its entirety. Even though this is a relatively small event, it is the first time it will be held in Harrisburg, and therefore, important for it to be reviewed by the City Council.

The City Council has also authorized the City Administrator to approve the issuance of any temporary liquor license required by an event permit. Therefore, the City Council is also being asked to authorize the City Administrator to approve the temporary liquor license for this event, if one should be required by OLCC.

The criteria below represent the information that the City Administrator must consider when approving the permit. The permit was completed more than 30 days in advance of the event itself, as required by HMC 9.52.

HMC 9.52.100: Criteria applied to the decision-making process:

(1) Noise that will come from the public event that may impact neighboring properties, including information on any amplified sound.

Findings: The event will have some noise, due to announcements made during the event, and the presence of a jazz band in the early evening. Because of the timeframe involved, the event shouldn't generate any high levels of noise that would be disturbing to area residents. The closest residents serve on the Fire Board, and are already aware of the event, and the other is a Chamber member who will likely be attending the event.

The City Administrator finds that the level of noise from this event is not excessive due to the hours of the event, and the type of noise generated. This criterion has been met.

(2) Whether or not dust may be an issue.

Findings: The event is being held in a paved area, with paved parking areas surrounding it. **The City Administrator finds that excess dust will not be generated for this event. This criterion has been met.**

(3) Provisions for dealing with trash containment and disposal.

Findings: The event will generate lower levels of trash, most of which will be disposed of on site. The City will also provide trash barrels for overflow, and recycling barrels. **The City Administrator finds that this criterion has been met.**

(4) Other information relative to the impact the event may have on health and safety issues, or the convenience of neighbors near the event or the general public.

Findings: This event will comply with any criteria still in place as required by the Oregon Health Authority. That will include masking signs, if they are still required, as well as disinfection protocols. Restrooms are onsite, and the City restrooms at the museum are adjacent to the event site and will be available.

Wineries, and breweries are required to have their own OLCC licensing for this event. The Chamber of Commerce is verifying whether the OLCC will require any other special event licensing and has had a request pending for several weeks. Event monitors are available, and will be posted, regardless of any additional OLCC requirements. The event is held in a space that is fenced in, and therefore, well regulated.

The City Administrator finds that the provisions to follow safety requirements are in place, and that Oregon Health Authority guidelines are being planned for. This criterion has been met.

f. An event site plan designating, at a minimum, a traffic plan including emergency access routes, proposed parking areas, setbacks from adjoining properties, location and quantity of proposed sanitary facilities, source(s) of potable water, and any proposed overnight camping areas.

Findings: A site plan is included with the permit, showing that there are multiple areas nearby with parking spots that can be used by attendees. In addition, Harrisburg Christian Church has many spaces, and the Harrisburg Plaza is an equidistance away. Area streets surrounding the event area also have parking spots that can accommodate attendees. Emergency Access is provided by the adjacent Fire District vehicles and emergency services. Roadways will not be blocked, and therefore allow for ambulance access, if needed. Sanitary facilities that are on-site and adjacent should be sufficient for this use. Setbacks are sufficient for the fire station, and therefore, are not increased for this type of use. Potable water is available from the City of Harrisburg. There is no overnight camping generated by this event. **The City Administrator therefore finds that this criterion has been met.**

g. An estimate of the total number of persons attending and participating in the event.

Findings: The Chamber of Commerce typically has around 150-250 people attending during this event in the past and expects those same numbers. The event is also short in nature, and therefore any impact should be limited as well. **The City Administrator therefore finds that this criterion is met.**

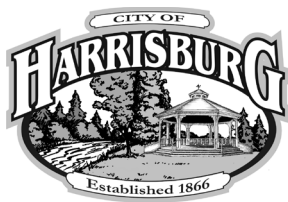
h. Plans for signage.

Findings: Only a few signs will be put out for this event and are not intrusive for the neighborhood. **Therefore, the City Administrator finds this criterion has been met.**

As shown by the findings above, this event is compliant with the standards of HMC 9.52, and therefore the City Administrator is recommending that the City Council authorize the City Administrator to approve the issuance of the public event permit, and if required, the temporary liquor license.

REVIEW AND APPROVAL:

Michele Eldridge Date
City Administrator



Public Event Permit

Public Events in Harrisburg are allowed through Harrisburg Municipal Code (HMC) Chapter 9.52. A public event in Harrisburg is required for any activity below, where there are likely more than 100 participants or attendees. A public event is required for events in which:

1. Persons are permitted or invited to attend, and where a fee is charged; or
2. A voluntary contribution is paid or solicited for the privilege of attending; or
3. Any money is raised or items are sold to defray the expenses of such events, unless exempted under Chapter 9.52; or
4. It is an event which is required to obtain a permit from Linn County pursuant to the Linn County Outdoor Assembly Peace, Health, Safety, and Welfare Code, found in Linn County Code Chapter 580.

There are exceptions to the requirement of a public event permit; those are included in HMC Chapter 9.52. Please contact the City of Harrisburg if you feel that your event should fall under the exemptions for obtaining a permit. The Harrisburg Municipal Code can be found by going to our website, at www.ci.harrisburg.or.us.

Permit Application Fee: \$165 for events 500 people or less; \$250 for events with more than 500 people. Permit Fees are set by Council Resolution.

Permits are required to be submitted at least 30 days prior to the first day upon which such public event is to be held.

Date of Application: June 1, 2021

Applicant: Name: Rick Kissock c/o Tri-County Chamber of Commerce

Mailing Address: 341 W. 6th St., Junction City, OR 97448

Phone Number: (w)541-998-6154 (c) 541-554-8843

Email: rick@tri-countychamber.com

Organizer: Name: Michele Eldridge, Taste of Tri-County Committee Chairperson

Mailing Address: PO Box 96, Monroe, OR 97456

Phone Number: (h) 541-847-5783 (c) 541-554-5435

Email: cheleeldridge@gmail.com

Main Contact: Name: Rick Kissock or Michele Eldridge

Address: _____

Phone Number: (h) _____ (c) _____

Email: _____

Owner of Property, if not an applicant, organizer or contact person:

Name: Harrisburg Fire/Rescue District c/o Chief Bart Griffith
 Address: 440 Smith St., Harrisburg
 Phone Number: (w) 541-995-6412
 Email: bgriff@harrisburgfire.org

Please note; the City of Harrisburg needs the contact information for persons principally involved in this event. Those are typically the owners, managers, producers, and others who may be requested by the City. The City Administrator might contact you for other contact information, if needed.

Address and Description of Property on which the proposed public event will be conducted:

440 Smith St. The Fire Station is quite large. The Business Expo and wineries will be inside the building, but some of it can spill out the back side to the fenced in area. The back area will hold tables for eating, as well as food trucks and/or vendors. The band will play in the front area near the accordion doors.

Date(s) and Time(s) of Event:

July 15, 3:00pm to 8:00pm. Set up can start as early as 8:00am, and take down will likely be 9:00 to 10:00pm.

How many people do you expect to attend this event? 100 to 250

Please describe the Public Event, including potential nuisance issues such as noise, dust, trash, and other health and safety considerations.

Businesses will have 6' tables, with up to 2 chairs per table. There is room for 30 to 40 businesses. Wineries/breweries will number 5, plus 3 restaurants, and up to 2 food carts. There will be an area in which Oregon RAIN will provide at least 2 seminars and will be there to help assist questions about start-ups and entrepreneurship. Small standup only cocktail tables will be located inside around the edges, and larger tables will be on the south inside the fenced in area. Trash barrels will be provided by the City, along with at least one recycling center. There generally wouldn't be any dust created by the event. The wineries will be providing OLCC licensing, and the Chamber of Commerce will also have monitors on hand. Wine/beer will not be allowed outside the accordion doors but is allowed inside the fenced in area in the back of the station. Tables will be set along the drain lines for the station inside.

Insurance Requirements: If the decision maker determines that the public event creates a significant potential for injury to persons or property, the applicant shall furnish evidence of liability insurance. If the organizer doesn't file proof of non-cancellable insurance at least 10 days prior to the first day of the event, the City Administrator may void a permit for the public event, and will notify the organizer at the address above.

Both the City of Harrisburg, and the Fire District, have been named as additional insureds on a certificate of liability, which is attached. Coverage is \$2 million per occurrence, and \$4 million general aggregate.

Noise: Will this event include noise that may impact neighboring properties, including information on any amplified sound? X Yes ☐ No. If yes, please describe what kind of noise or amplified sound you are providing, and the hours of such operations:

General announcements will be made per a sound system throughout the day. A jazz band will also be playing, and might be rather loud. Timeframe is likely around the dinner hour. Residences are located across the street, and behind the fire station.

Other information relative to the impact the event may have on health and safety issues, or the convenience of neighbors near the event or the general public:

You are required to include an event site plan (drawn to scale) that provides the following information:

X A Traffic Plan, including emergency access routes: *Traffic will use the same streets surrounding the Fire Station: Fire Trucks will be parked in front of the old fire station, with immediate emergency access.*

X Proposed parking areas: *There are approximately 45 parking spaces in adjacent public parking lots, which include the fire station, museum, and HART Center. Harrisburg Christian Church is within a block of this location, and city streets are also available. Less than a block away is additional parking at the industrial businesses to the north.*

X Setbacks from adjoining properties – *same as the Fire Station*

X Location and quantity of proposed sanitary facilities – *Indoor Facilities at the fire station; outdoor restroom available at the museum as well.*

X Source(s) and location of potable water – *City water system*

X Any proposed overnight camping area - *None*

X Location and plans for proposed signage for the event – *Sidewalk signs will be located at the corner of 3rd & Smith St. with arrows. There will also be sidewalk signs in front of the station.*

X Location and number of garbage cans and recycling containers, and a plan for how waste generated by your event will be disposed of - *2 garbage barrels will be on-hand, and 1 recycling barrel. Waste will likely go into the fire station dumpster, but excess can be hauled off as well.*

X If dust will be generated by this event; please provide a plan showing how you will contain it. – *N/A*

You are required to provide a valid copy of all necessary licenses required by the state, or local health authorities. Please list applicable licenses provided: *OLCC to determine if special licensing will be required, and will be submitted to the City prior to the event. Wineries and breweries are licensed through OLCC as well.*

Any changes to the persons principally involved with this event must be communicated to the City Administrator prior to the first day of the event.

Applicant Signature: _____
Date: _____

Preapplication Conference: A preapplication conference might be required before the application is deemed complete by the City. Any preapplication conference shall take place within 10 working days of receipt of the application by the City.

Application Review: The City Administrator shall review the application for completeness. Each reviewing authority shall review the application, and determines whether the application contains sufficient information to show that the applicant can comply with the requirements of HMC 9.52. (Reviewing authorities means any government official designated by the City Council to review an application for a permit to conduct a public event. It can also include, but is not limited to the City Administrator, the Public Works Director, the Chief of Harrisburg Fire and Rescue, and the Linn County Sheriff or his/her designee).

Upon receipt of the complete application, the City Administrator will mail a notice to property owners within 300 feet of the planned location for the proposed public event. The City Administrator is required to provide property owners with at least ten days from the date of the mailing to comment in writing on the proposal.

The City Administrator may impose any conditions deemed appropriate, regardless of whether they are included in HMC Chapter 9.52. Written notice of conditions and approval shall be provided to the applicant.

The City Administrator can deny the application if:

- 1. The applicant is unable to demonstrate compliance with or the ability to comply with the rules and regulations set forth in this chapter.
- 2. The City Administrator is unable to make any of the findings of fact required in HMC Chapter 9.52.

Any party may appeal a final decision of the City Administrator on a public event application to the City Council by providing written notice to the City Administrator no later than 10 days after the mailing of the notice of decision. Any hearing on the appeal shall be conducted de novo. Notice of the hearing shall be provided to the appellant and to all participating parties, either orally or in writing, at least 10 days prior to the City Council hearing.

Office Staff Use Only:

To be verified with applicant:

- ☒ Temporary Liquor License needed
- ☒ Noise Permit protocol needed
- ☐ Dance Permit required

Date Rec:

Review Complete:

*Taste of
Tri-County*
Inaugural Event—Thursday, July 15, 2021
3:00pm—8:00pm

For a business booth, contact Rick Kissock at the Tri-County Chamber of Commerce, at 541-998-6154, or at rick@tri-countychamber.com








2021 Event @ Harrisburg Fire/Rescue District Station @ 420 Smith St.

Page 1

Harrisburg Fire Station

Taste of Tri-County and Business Expo!

Legend

-  American Market
-  Harrisburg Christian Church
-  Harrisburg City Library
-  Harrisburg Fire Dept
-  Harrisburg Middle School
-  Linn County Justice Courts
-  Or-Cal Inc

1.

PARKING

STREET PARKING

STREET PARKING

Entrance

FIRE TRUCKS

PARKING

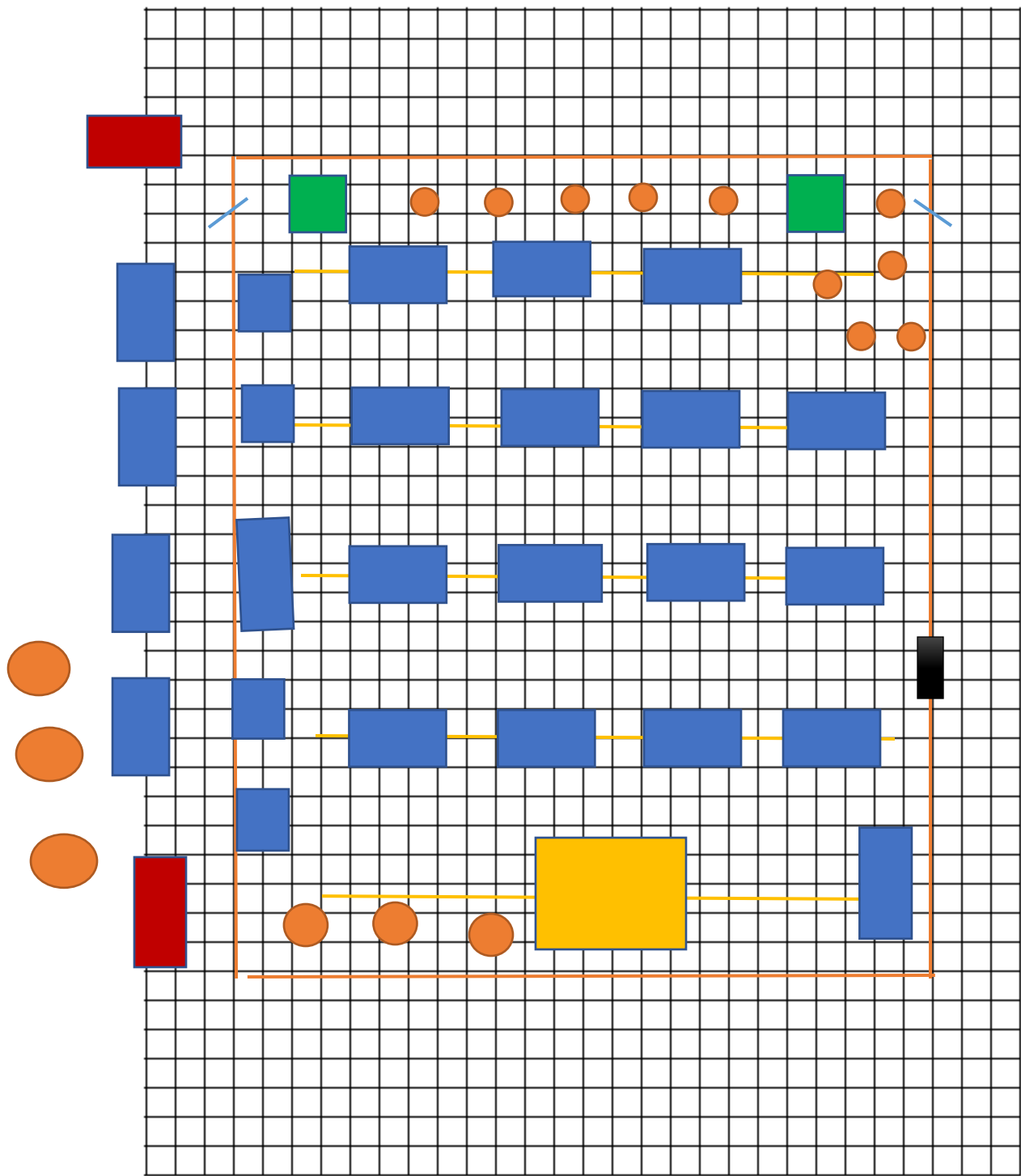
PARKING

FENCED OUTDOOR AREA

Food Trucks & Tables

STREET PARKING

PARKING



Free Plain Graph Paper from <http://incompetech.com/graphpaper/plain/>




CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
06/04/2021

1.

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  Dave Zech Insurance Agency, Inc. 321 Holly St Junction City, OR 97448	CONTACT NAME: Jasmin Garner		
	PHONE (A/C, No, Ext): 541-998-8034 FAX (A/C, No): 541-998-2712 E-MAIL ADDRESS: jasmin.garner.uwux@statefarm.com		
INSURED Junction City Area Chamber of Commerce DBA Tri County Chamber of Commerce	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : State Farm General Insurance Company		25151
	INSURER B :		
	INSURER C :		
	INSURER D :		
	INSURER E :		

COVERAGES	CERTIFICATE NUMBER:	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 SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
X	<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	97-CM-W880-2	11/25/2020	11/25/2021	EACH OCCURRENCE \$ 2,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000					
	MED EXP (Any one person) \$ 10,000					
	PERSONAL & ADV INJURY \$					
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> Hired AUTOS ONLY					GENERAL AGGREGATE \$ 4,000,000
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$					PRODUCTS - COM/OP AGG \$ 4,000,000
	<input type="checkbox"/> 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 <input type="checkbox"/>	N/A			COMBINED SINGLE LIMIT (Ea accident) \$
						BODILY INJURY (Per person) \$
						BODILY INJURY (Per accident) \$
						PROPERTY DAMAGE (Per accident) \$
						EACH OCCURRENCE \$
						AGGREGATE \$
						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
						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)

Additional insured added June 4th, 2021.

CERTIFICATE HOLDERHarrisburg Fire 7 Rescue
44 Smith Street
Harrisburg, OR 97446**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

Jasmin Garner, select staff




CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
06/04/2021

1.

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.

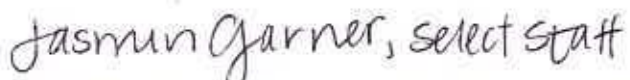
IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer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

PRODUCER  State Farm Dave Zech Insurance Agency, Inc. 321 Holly St Junction City, OR 97448	CONTACT NAME: Jasmin Garner PHONE (A/C, No, Ext): 541-998-8034 FAX (A/C, No): 541-998-2712 E-MAIL ADDRESS: jasmin.garner.uwux@statefarm.com	
	INSURER(S) AFFORDING COVERAGE INSURER A: State Farm General Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
INSURED Junction City Area Chamber of Commerce DBA Tri County Chamber of Commerce		NAIC # 25151

COVERAGES	CERTIFICATE NUMBER:	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 SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
X	<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"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y	97-CM-W880-2	11/25/2020	11/25/2021	EACH OCCURRENCE \$ 2,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000					
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	PERSONAL & ADV INJURY \$					
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
	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 <input type="checkbox"/> OTH-ER <input type="checkbox"/> 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)
 Additional insured added June 4th, 2021.

CERTIFICATE HOLDER City of Harrisburg 120 Smith Street Harrisburg, OR 97446	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 
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REGISTRATION FORM FOR THE 1st ANNUAL Taste of Tri-County & Business Expo

Hosted by the Tri-County Chamber of Commerce

THURSDAY, July 15, 2021 3:00 pm-8:00 pm

Harrisburg Fire/Rescue District Station, 420 Smith St., Harrisburg

- Registration opens June 1, 2021.
- Deadline for all exhibit spaces is July 1, 2021
- Vendor packets will be mailed to you 2 weeks before the Taste event

Spaces for this popular event fill up fast, so return your application today
with your payment to secure your exhibition space.

BUSINESS / ORGANIZATION NAME: _____

CONTACT: _____ PHONE: _____

ADDRESS: _____

FAX #: _____ E-MAIL: _____

CHECK ENCLOSED: \$ _____ SIGNATURE: _____

VISA: ☐ MC: ☐ CC #: _____ EXP.: _____

3 DIGIT CODE _____ CARD BILLING ZIP CODE: _____

☐ EXHIBITOR SPACE (\$85)

☐ EXHIBITOR SPACE W/ ELECTRIC OUTLET (\$110)

(NOTE: Non-Chamber businesses may use the Exhibitor Space fee toward their first year Tri-County Chamber membership)

RAFFLE PRIZES: The Chamber will be holding a raffle for a gift basket. (A raffle item worth \$5 for a door prize would be appreciated and will advertise your business further). Raffles at your own booth are allowed.

REGISTRATION INCLUDES: A 6'x 5' floor space (including a 6' covered table), 1 chair,
and an 11"x17" name banner for the front of the table.

☐ Do not need table

☐ Do not need chair

Return this form to:

The Tri-County Chamber of Commerce,
341 W. 6th Street, Junction City, OR 97448
or FAX to 541-998-1037.

For additional information please call the Chamber office at 541-998-6154.