



CITY of CRYSTAL

HOST A PUBLIC WORKS BIRTHDAY PARTY

The Crystal Public Works Birthday Party Package is for children 7 and younger.

Create a fun opportunity for your child’s family and friends and learn about public works. The basic package is \$150 and includes one public works employee bringing one public works vehicle to a Crystal property for one hour. Children can climb into the cab and get their photos taken, as well as learn about Crystal Public Works.

This package is **\$150** and includes the following items:

✓ Gift bag handouts including Gopher State One Call items and other safety accessories.

✓ One (1) of the vehicles from the Public Works Department to the right for one (1) hour:



DUMP TRUCK



LOADER



STREET SWEEPER

Additional items can be purchased or rented with the package, including children’s plastic hard hats, plastic cones and children’s safety vests that have the City of Crystal logo and “Junior Public Works” on them.

Below are options available for additional Cost.

Item	Price	Quantity	Total Cost
Youth Safety Vests (Keep)	\$5/each		
Youth Safety Vests (Rent)	\$2.50/each		
Small Traffic Cones (Keep)	\$3/each		
Small Traffic Cones (Rent)	\$1.50/each		
Plastic Hard Hats (Keep)	\$1/each		
		Total	

For more information, contact Kalli at publicworks@crystalmn.gov or (763) 531-1139 or visit the city website at www.crystalmn.gov.

CITY OF CRYSTAL

PUBLIC WORKS BIRTHDAY PARTY REQUEST FORM

(Attach Order Form to this Document)

Event Host (“Host”): _____

Party Address (“Property”): _____
(Must be within the City of Crystal)

Party (“Event”): Date: _____ **Time:** _____

The Host requests the City of Crystal Public Works Department (“City”) attend the Event at the Property, as indicated above, with the vehicle(s) and optional additional items noted on the attached Order Form which is made part of this request. In consideration for the City attending the Event, the Host agrees to all of the following:

1. **Vehicle(s) and Items.** The City will provide the vehicle(s) and items identified on the attached Order Form at the Property for the Event on the date and time indicated above for a one-hour period with the understanding and agreement that:
 - (a) Only a City employee may operate the vehicle(s) and all guests at the Event must comply with the directions provided by the City employee related to the vehicle(s) at all times.
 - (b) The City providing the identified vehicle(s) is conditioned on availability due to City’s public maintenance needs and the operating condition of the vehicle(s). Should a vehicle become unavailable, the City may provide a different vehicle at the City’s discretion. Should a selected vehicle become unavailable, the City will make reasonable efforts to contact the Host to determine different options.
 - (c) The Host shall ensure an adequate location for the City employee to park the vehicle(s). The City will review the proposed location to confirm that it is adequate for the Event to take place. The City reserves the right to reject a location for any reason.
 - (d) The City will attend the Event rain or shine. If the weather during the Event becomes severe or otherwise becomes unsafe, the City employee, at the employee’s discretion, may alter the time the vehicle(s) will be available at the Property. The City will make reasonable efforts to contact the Host to determine different options.
2. **Supervision.** The Host shall be responsible for providing adequate supervision of all guests at the Event, including at least one responsible adult for every seven (7) children in attendance. The City employee may terminate the City’s participation in the Event for inadequate supervision or disorderly conduct on the part of the guests, safety concerns, or upon failure by the Host to comply with the understandings and agreements contained herein.
3. **Fees.** The Host shall pay the total fee indicated in the Order Form upon submitting a request for the Event. The fees are to reimburse the City for the costs incurred to provide the employee, vehicle(s), Event coordination, and additional items for the Event. Fees are non-refundable.
4. **Hold Harmless and Indemnification.** The Host agrees to defend, indemnify, and hold harmless the City and its officials, and employees from and against any and all claims for damages and other remedies, including but not limited to, costs and attorneys’ fees, arising from or by reason of the conduct of the Event unless such claim arises solely from the City’s own negligence. Nothing in this Agreement is to be construed as a waiver by the City of any immunities, defenses, or other limitations on liability to which the City is entitled to under Minnesota Statutes, Chapter 466 or other law.

Date: _____

HOST: _____
(Signature)