



BYRON W. BROWN
MAYOR

CITY OF BUFFALO
DEPARTMENT OF
PUBLIC WORKS, PARKS & STREETS
DIVISION OF PARKS & RECREATION



STEVEN J. STEPNIAK
COMMISSIONER

CITY BANDSHELL APPLICATION
DAILY FEE - \$450.00

ANDREW R. RABB
DEPUTY COMMISSIONER

THIS IS NOT A PERMIT

Bandshell permits will be issued on a first come/first served/first paid basis. Considerations will be given to those organizations who have rented the Bandshell on an annual basis. Permits for the Bandshell will not be issued until this office receives:

- 1) Check or money order payable to: **CITY OF BUFFALO**
- 2) \$1,000,000 liability insurance policy or a larger amount at the discretion of the City, with the City of Buffalo named as additional insured and signed Hold Harmless Agreement.
- 3) Must provide a security plan for Bandshell if stage has to be picked up the following day or staying at a location the entire weekend or overnight.
- 4) No duct tape, screws or nails may be used on the Bandshell.
- 5) Bandshell may not be moved after being placed by driver.

Date(s) Requested _____

Name of Event _____

Delivery/Setup Date & Time _____ Pickup Date & Time _____

Exact Location where Bandshell will be delivered:

Contact Person – who will be at location to meet driver:
Name _____ Phone # _____

Name of Applicant _____

Organization _____

Address _____

City _____ State _____ Zip Code _____

Phone # Day _____ Evening/Cell # _____

Please complete & return application to:
City of Buffalo Parks & Recreation Department
65 Niagara Square, City Hall Room 505
Buffalo, NY 14202
Phone (716)851-9670
Fax (716)851-5200

Office Use Only: Authorized _____

Check/Money Order # _____

Total Amount _____

Received Date _____