The City of Boise provides opportunities for entities to apply for a permit allowing them to conduct classes, lessons, tours, or demonstrations on city-owned/managed waterways and properties. **Permit applications shall be accepted throughout the year, with consideration being given on a first-come, first-served basis. Commercial Use Permits are awarded for the calendar year (January 1 - December 31) regardless of when applications are submitted.**

Entities wishing to acquire a permit to operate on city-owned/managed waterways and/or properties shall comply with all applicable laws, statutes, and ordinances, the terms and conditions stated in the Commercial Use Application, and the following standards, requirements, terms, and conditions.

**Completed applications should be submitted to:**
Boise Parks and Recreation Administration Office
1104 Royal Blvd.
Boise, ID 83706
Or emailed to: [BPR@cityofboise.org](mailto:BPR@cityofboise.org)

**Boise Parks and Recreation reserves the right to deny a request if it does not meet the Parks and Recreation Department’s mission, or conflicts with park operations.**

Name of Business: ________________________________

Address: _______________________________________
City, State, Zip Code: ____________________________

Phone #: _______________________________________
E-mail Address: __________________________________

Web Site: _______________________________________

Printed Name: __________________________________

Title: _________________________________________

Date: _________________________________________
PERMIT QUESTIONNAIRE

1. Application is for (check all that apply):
   
   _____ Demonstrations
   _____ Lessons
   _____ Fitness Classes
   _____ Other: ________________________________

2. Park/Facility Locations (please attach and specify the location on a map):
   ___________________________________________________________________________
   ___________________________________________________________________________
   ___________________________________________________________________________

For permitting in or surrounding bodies of water, please select from the following locations. Boise Parks and Recreation will issue a maximum of six (6) water use permits annually.

☐ **Bernardine Quinn Riverside Park Pond / Esther Simplot Park Pond #1**
   (Esther Simplot Park Pond #2 is not available for commercial use.)

☐ **Boise River**
   (Applicants floating the river through the J.A. and Kathryn Albertson Family Foundation Whitewater Park are required to portage around the park’s features. The wave features will not be adjusted to accommodate passage.)

☐ **J.A. and Kathryn Albertson Family Foundation Boise Whitewater Park**
   (Applicants that receive a permit to use the J.A. and Kathryn Albertson Family Foundation Boise Whitewater Park are subject to the wave schedule detailed on the city’s website: [https://www.cityofboise.org/departments/parks-and-recreation/parks/ja-and-kathryn-albertson-family-foundation-boise-whitewater-park/](https://www.cityofboise.org/departments/parks-and-recreation/parks/ja-and-kathryn-albertson-family-foundation-boise-whitewater-park/).

   The wave schedule will not be altered to accommodate applicants’ classes or lessons. Permittees do not receive exclusive use of the park and must share the wave with drop-in users.)

☐ **Marianne Williams Park Pond**
   (Bank fishing only.)

☐ **Parkcenter Pond**
   (Available for special events. Must go through Boise Parks and Recreation’s reservation process.)

☐ **Veterans Memorial Park Pond**
3. **Description of Use.** Provide a description and the purpose of the commercial use you wish to conduct.

___________________________________________________________________________
___________________________________________________________________________
___________________________________________________________________________
___________________________________________________________________________

4. **Number of Staff:** __________________________

5. **Number of Participants Per Class/Lesson/Demonstration** (Please note that the maximum class size is 30 and dependent on the size of the area): ______________

6. **Schedule** (please list dates, times and recurrences of requested park space):

___________________________________________________________________________
___________________________________________________________________________
___________________________________________________________________________
___________________________________________________________________________
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7. **Experience in Managing Comparable Operations** (please describe your experience in this area):

___________________________________________________________________________
___________________________________________________________________________
___________________________________________________________________________
___________________________________________________________________________
___________________________________________________________________________
8. **Price Schedule:** List all prices you anticipate charging customers such as class tuition, etc.
   
   ____________________________
   ____________________________

9. **Equipment:** List all equipment you anticipate using in the course of your business.
   
   ____________________________
   ____________________________
   ____________________________
   ____________________________

10. **References:** Please include three references.
    
    | Name         | Address        | Phone Number |
    |--------------|----------------|--------------|
    | ___________________ | ___________________ | ___________________ |
    | ___________________ | ___________________ | ___________________ |
    | ___________________ | ___________________ | ___________________ |

11. **Additional Comments/Information:** Include any additional information you feel will add additional value to the city, or you wish to be considered in awarding the permit.
    
    ____________________________
    ____________________________
    ____________________________
    ____________________________
    ____________________________

12. **Product Sponsorship:** The city enters into sponsorships for products such as soft drinks, which stipulate that the city will only sell their products through the term of the sponsorship. If awarded a permit, Applicant agrees to abide by the city’s product sponsorships and use all products currently under contract with the city. ☐ Yes ☐ No
13. **Business License (Check one):**

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<tr>
<th>Check</th>
<th>Item</th>
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<tbody>
<tr>
<td></td>
<td>Applicant has a business license and copies are attached.</td>
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<tr>
<td></td>
<td>Applicant agrees to obtain all required licenses/permits promptly at time of award announcement.</td>
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14. **Idaho Outfitters and Guides License (Check One, If Applicable):** To conduct operations on the Boise River or at the JA and Kathryn Albertson Family Foundation Boise Whitewater Park, applicants must have or obtain a license with the State of Idaho Outfitters and Guides Licensing Board.

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<td></td>
<td>Applicant has a current license with the State of Idaho Outfitters and Guides Licensing Board, and a copy is attached.</td>
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<td>Applicant agrees to obtain required license from the State of Idaho Outfitters and Guides Licensing Board and submit proof of license, prior to being awarded a Commercial Use Permit for the Boise River and/or JA and Kathryn Albertsons Family Foundation Boise Whitewater Park.</td>
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<tr>
<td></td>
<td>Not Applicable.</td>
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15. **Insurance:** To operate on City of Boise managed waterways or properties, applicants must possess Commercial General Liability Insurance, Commercial Automobile Insurance, and Workers Compensation Insurance at the following levels:

   **A. Commercial General Liability**

   Applicant shall maintain, and specifically agrees that it will maintain, throughout the term of the permit, Commercial General Liability Insurance, Workers’ Compensation Insurance, and Employers’ Liability Insurance in the form of a certificate of insurance issued on behalf of the
City of Boise, naming the City (Licensor) as an additional insured on the liability policies, for the following minimum limits and coverage:

Commercial General Liability Insurance in the following amounts:
- General Aggregate $2,000,000
- Product/Completed Operations Aggregate $2,000,000
- Personal & Advertising Injury Liability $1,000,000
- Per Occurrence $1,000,000

B. Commercial [Business] Automobile Liability

Proof of auto liability insurance coverage with State of Idaho required liability limits is required.

C. Workers Compensation and Employers Liability

Where required by law, the Permittee shall have and maintain during the life of this contract, statutory Workers Compensation and include Employers Liability with minimum limits of: Bodily injury by accident - $100,000 each accident; bodily injury by disease - $100,000 each employee; bodily injury by disease - $500,000 policy limit, while engaged as a Permittee. In case any such work is sublet, the Permittee shall require its sub-Permittee to provide Workers Compensation and Employers Liability Insurance where required by law.

The limits of insurance shall not be deemed a limitation of the covenants to indemnify and save and hold harmless the City. And if the City becomes liable for an amount in excess of the insurance limits herein provided, Applicant covenants and agrees to indemnify and save and hold harmless the City from and for all such losses, claims, actions or judgments for damages or liability to persons or property. Applicant shall provide the City with a Certificate of Insurance or other proof of insurance evidencing Applicant’s compliance with the requirements of this paragraph and file such proof of insurance with the City’s Risk Manager and Department of Parks and Recreation. In the event the insurance minimums of the Idaho Tort Claims Act are changed to exceed the above-listed amounts, Applicant shall immediately submit proof of compliance with the changed limits. If Applicant fails to provide or maintain said insurance in the amounts listed, even if cured by Applicant at a subsequent date, such shall be deemed an incurable default by Applicant, and Licensor may exercise any rights or remedies for such default that Licensor may have under this License or at law or equity, including, without limitation, the right to terminate this License.
Applicant has enclosed Certificate of Insurance. ☐ Yes  ☐ No

16. **Fee:** To obtain a permit to conduct lessons, classes, demonstrations, on Boise City managed properties, the following fees are required:

- **Fee for up to 100 uses per calendar year:**
  - $365 (City of Boise residents)
  - $565.75 (non-residents)

- **Additional fee for over 100 uses per calendar year:**
  - $650 (City of Boise residents)
  - $1,007.50 (non-residents)

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<td>Applicant has enclosed payment of annual permit fee.</td>
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<td>Applicant agrees to pay annual permit fee promptly at time of award announcement.</td>
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**End of Application**

[ Signatures appear on following page.]
I hereby certify the enclosed information to be true and accurate, to the best of my knowledge. I understand that any misrepresentation of the information contained within may disqualify me from obtaining a Commercial Use Permit for City of Boise Department of Parks and Recreation managed properties. I also certify that I have read, and that I understand, the terms and conditions set forth in this Commercial Use Application and in the City’s Terms of Commercial Use, which is attached hereto as Attachment A and incorporated herein by reference. By my signature, below, I knowingly and willingly agree to be bound by all applicable laws, statutes, ordinances, and regulations, and by the terms and conditions contained in both this Commercial Use Application and in the City’s Terms of Commercial Use, attached and incorporated herein. Violation of any of the terms and conditions detailed in the Commercial Use Application or the City’s Terms of Commercial Use may result in the revocation of the Commercial Use Permit. I further understand that this application does not guarantee me issuance of a Commercial Use Permit.

Permit holder shall save, defend, indemnify, and hold City harmless from and against any and all loss, damage, liability or claims (including, without limitation, costs and expense of litigation and reasonable attorneys’ fees) (collectively, “Claims”) arising from, or connected with, this Permit and/or use of the Licensed Space by Permit holder or Permit holder’s employees, agents, or invitees.

Printed Name of Applicant: __________________________________________________
Signature of Applicant: ________________________________ Date: _____________

STATE OF IDAHO )
) ss.
County of Ada )

On this ______ day of __________________, before me, a notary public, personally appeared ____________________________, known or identified to me to be the ______________________________, who executed the within instrument on behalf of the company.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first written above.

______________________________________________
Notary Public for Idaho
Commission Expires__________

Boise Parks and Recreation Commercial Use Application  Page 8
Commercial Use Permit – Conditions for Approval

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<tr>
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<td>Commercial General Liability Insurance: City of Boise listed as</td>
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<td>certificate holder</td>
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<td>Automobile Liability Insurance</td>
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<td>Workers Compensation and Employers Liability</td>
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<td>(or) WC Vendor Declaration approved by Risk &amp; Safety</td>
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**2023 Commercial Use Permit**

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