



600 NE Grand Ave.  
Portland, OR 97232-2736  
oregonmetro.gov

## VENDOR PERMIT

**Reservation confirmation/permit number:**

**Event date/times:**

**Location:**

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### PERMIT HOLDER/PERMITTEE

**Name:**

**Group/Company name:**

**Address:**

**Phone:**

**Email:**

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### VENDOR

**Service provided to permit holder:**

**Name/Company:**

**Representative:**

**Title:**

**Business address:**

**Phone:**

**Email:**

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### PERMITTEE AND VENDOR AGREE TO THE FOLLOWING:

Permittee and Vendor agree to be bound by the general terms and conditions of the above referenced reservation or special use permit.

Permittee must return a copy of this Vendor Permit with Permittee and Vendor's signature at least two weeks prior to event. Failure to do so may result in cancellation of the Vendor Permit.



Vendor must provide Certificate of Insurance to Permittee for submission to Metro. **Permittee must provide Vendor's Certificate of Insurance to Metro at least two weeks prior to event.** Failure to do so may result in cancellation of the Vendor Permit. Said Certificate of Insurance must be made out to: Metro, 600 NE Grand Ave., Portland, OR 97232.

Vendor's Certificate of Insurance must provide:

- A. Commercial general liability insurance covering personal injury, property damage and bodily injury with automatic coverage for premises and operations and product liability. The policy must be endorsed with contractual liability coverage. If coverage is written with an annual aggregate limit, the limit must not be less than \$1,000,000. Metro, its elected officials, departments, employees, and agents must be added as ADDITIONAL INSURED.
- B. For events with catered alcohol, insurance must include liquor liability coverage with a limit of not less than \$1,000,000. Metro, its elected officials, departments, employees, and agents named as an ADDITIONAL INSURED.
- C. Automobile insurance.

**Health and Safety:** Permittee and site use must comply with State of Oregon, Oregon Health Authority, and Center for Disease Control (CDC) current safety and health requirements and guidelines, as well as all rules and policies adopted by Metro governing use of Metro property and designed to protect the safety and health of Metro employees and the public, as applied to permittee and the use, including any requirements adopted during the term of this permit. Permittee is responsible for researching, understanding, implementing, and keeping up to date on current requirements, guidance and guidelines. Permittee must ensure all visitors are aware of and follow requirements.

Permittee and Vendor agrees to indemnify, hold harmless, and defend Metro, its elected officials, officers, agents, and employees from and against any and all liabilities, damages, actions, costs, losses, claims and expenses (including attorney fees), on account of personal injury, death, damage to, or loss of property or profits arising out of or resulting in whole or in part from any action, omission, negligence, fault or violation of law or ordinance by Permittee, Vendor or their employees, agents, sub-contractors, invitees or any other person entering the park with the implied or express consent of Permittee or Vendor.

Vendor is responsible for set-up, clean up, and take down of their equipment.

The person signing below represents that they are authorized to execute this instrument on behalf of Vendor and bind Vendor to these terms and conditions.

**Vendor signature:**

**Date:**

**Permittee signature:**

**Date:**