

# CITY OF MANHATTAN BEACH

## COMMUNITY EVENT SUBSIDY AGREEMENT

This Community Event Subsidy Agreement (“Agreement”) documents the City services and fee waivers approved for the event identified below and establishes the responsibilities of the event organizer.

### EVENT INFORMATION

**Event Name:** \_\_\_\_\_

**Organization:** \_\_\_\_\_

**Primary Contact:** \_\_\_\_\_

**Event Date(s):** \_\_\_\_\_

**Event Location(s):** \_\_\_\_\_

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### APPROVED COMMUNITY EVENT SUBSIDY

The City has approved the following fee waivers and/or City-provided services in support of the above-referenced event.

| Service / Fee                    | Estimated Value |
|----------------------------------|-----------------|
| Special Event Application Fee    | \$_____         |
| Banner Application Fee           | \$_____         |
| Facility Rental Fees             | \$_____         |
| Parks & Recreation Staff Support | \$_____         |
| Public Works Support             | \$_____         |
| Police Support                   | \$_____         |
| Fire Support                     | \$_____         |
| Equipment Use                    | \$_____         |
| Parking Meter Fees               | \$_____         |
| Permit Fees                      | \$_____         |
| Other: _____                     | \$_____         |

**\*\* TotalApprovedSubsidy \*\*** | **\*\*** \_\_\_\_\_ **\*\***

## Approved Services

The following services are included in the approved subsidy:

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## CONDITIONS OF APPROVAL

### 1. Subsidy Limitation

The approved subsidy is limited to the services and amounts identified in this Agreement.

The City reserves the right to invoice the event organizer for any services, staffing, equipment, permits, or other costs that exceed the approved subsidy. Subsidies apply only to City services. 3<sup>rd</sup> Party costs are the responsibility of the event organizer.

### 2. Additional Requests

Any request for additional City services beyond those approved in this Agreement may require separate approval and may result in additional charges.

### 3. Event Compliance

The event organizer agrees to comply with all applicable City policies, permit conditions, laws, regulations, and directives issued by City staff.

### 4. Event Modifications

Significant changes to the event scope, attendance, location, schedule, site plan, or operational requirements must be communicated to the City and may result in reevaluation of the approved subsidy.

### 5. Cancellation

If the event is cancelled, the City reserves the right to recover any costs already incurred on behalf of the event.

### 6. Future Subsidies

Approval of a subsidy for this event does not guarantee approval of future subsidy requests. All future requests will be evaluated in accordance with City policy and available resources.

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## ACKNOWLEDGEMENT

The undersigned acknowledges receipt of this Agreement and understands that City support is limited to the services and amounts identified herein.

### Event Organizer

Organization: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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### City of Manhattan Beach

Approved By: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_