



**CHARTER TOWNSHIP OF WATERFORD  
CLERK'S OFFICE**

5200 Civic Center Dr. • Waterford, MI 48329  
 Phone 248-674-6266 • Fax 248-674-5455  
 Web Page [www.twp.waterford.mi.us](http://www.twp.waterford.mi.us)

**CARNIVAL OR AMUSEMENT PARK APPLICATION**

CLERK'S USE ONLY		
Non-Refundable Application Fee Paid: _____	Date: _____	Receipt No.: _____
Sent to Police Dept.: _____	Electrical Inspector: _____	Code Enforcement: _____ Fire Dept _____

1. Proposed Location of Carnival or Amusement Park

ADDRESS	CROSS ROADS
FOR BENEFIT OF (IF APPLICABLE)	ZONING

2. Days of the Week, Dates and Hours of Operation

DATES	DAYS OF THE WEEK
HOURS OF OPERATION	NUMBER OF CONSECUTIVE DAYS

3. Applicant Information

NAME		PHONE NUMBERS		
MAILING ADDRESS		CITY	STATE	ZIP CODE
LIST 2 PREVIOUS ADDRESSES-ADDRESS 1				YEARS AT THIS ADDRESS
LIST 2 PREVIOUS ADDRESSES-ADDRESS 2				YEARS AT THIS ADDRESS
DATE OF BIRTH	HEIGHT	SOCIAL SECURITY NUMBER		GENDER (MALE OR FEMALE)
EMAIL ADDRESS				

4. The following sanitary facilities are or will be available for the proposed event (see site plan for location)

5. Number of Concessions: \_\_\_\_\_. **Attach** description and nature of all concessions.
6. **Attach** Safety Inspection Certificate for each mechanical device
7. **Attach** a certificate of liability insurance from a Michigan company, \$300,000.00 ea. injury/\$500,000.00 ea. incident.
8. **Attach** security plans and security agreement
9. **Attach** letter of permission from property owner, if applicable

10. **Attach** Police Department approval of security or cost recovery

11. **Attach** approval by Township Board

12. **Attach** a diagram drawn to scale showing the location of each proposed concession on the proposed premises, the location of sanitary facilities, the location of all structures within five hundred (500) feet of the perimeter of the proposed location and the plans and specifications for all electrical sources, installations and uses. NOTE: Vehicle parking may not be in front of subject property, it must be set back.

13. Maintain the required property line setbacks in compliance with the Zoning designation. Check one:

- C-3 Extensive Business requires 30' setback
- M-1 Light Industrial requires 40' setback
- M-2 General Industrial requires 50' setback

14. License Fees, check one:

**Amusement Park License**

- 10 concessions or less the fee is \$200.00
- 11-19 concessions the fee is \$300.00
- 20 concessions or more the fee is \$400.00

**Carnival License**

- 10 concessions or less the fee is \$100.00
- 11-19 concessions or less the fee is \$150.00
- 20 concessions or more the fee is \$200.00

I, the undersigned applicant, have read and understand each and every provision and requirement of **Waterford Township Code Chapter 10 Article VI** regarding the regulation of carnivals and amusement parks in the Township; and I will provide such other information that the Township requests and deems necessary, in its reasonable discretion, to discover the truth of the matters required to be set forth in this application or required by Township Ordinances: YES. NO.

I, THE UNDERSIGNED APPLICANT, HEREBY SWEAR THAT ALL OF THE STATEMENTS, ANSWERS AND INFORMATION I HAVE PROVIDED IN OR AS PART OF THIS APPLICATION ARE TRUE, ACCURATE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. AND I UNDERSTAND AND ACKNOWLEDGE THAT ANY FALSEHOODS OR MISREPRESENTATIONS CONTAINED IN SUCH STATEMENTS, ANSWERS OR INFORMATION CAN, AMONG OTHER THINGS, BE THE CAUSE OF A DENIAL OF THE REQUESTED LICENSE AND CAUSE FOR THE REVOATION OF ANY LICENSE ISSUED TO THE APPLICANT UNDER CHAPTER 10 OF THE WATERFORD TOWNSHIP CODE.

DATE: \_\_\_\_\_

SIGNED: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

Note: If signer is signing on behalf of a corporation, partnership or LLC, identify the signer's position and authority to sign in such capacity.

Acknowledged before me on \_\_\_\_\_

By \_\_\_\_\_

Notary Public

Acting in \_\_\_\_\_ County, Michigan

\_\_\_\_\_ County, Michigan

My Commission Expires: \_\_\_\_\_

**BOARD OF TRUSTEES**  
Gary Wall, Supervisor  
Sue Camilleri, Clerk  
Margaret Birch, Treasurer  
Anthony M. Bartolotta, Trustee  
Julie Brown, Trustee  
Karen Joliat, Trustee  
Donna F. Kelley, Trustee



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**Sue Camilleri**  
Clerk  
scamilleri@twp.waterford.mi.us

**Kari Vlaeminck**  
Deputy Clerk  
kvlaeminck@twp.waterford.mi.us

## **Carnival or Amusement Park License** **Ordinance No. 50**

### **Applications:**

Available at the Clerk's Office.

### **Duration:**

Amusement License (2 weeks or longer at site)  
Carnival License (less than 2 weeks at site)

### **Fees:**

#### **Amusement**

10 concessions or less	\$200.00
10-19 concessions	\$300.00
20 concessions or more	\$400.00

#### **Carnival**

10 concessions or less	\$100.00
10-19 concessions	\$150.00
20 concessions or more	\$200.00

50% refundable if denied  
Fee waived for non-profit organizations.

### **Requirements:**

- Certificate of liability insurance from a company in Michigan - \$10,000,000 advisable.
- Site Plan of event
- Security Agreement/Plans
- Letter of permission from property owner, if applicable.
- State safety inspection certificate for each mechanical device.
- Police Department approval of security or cost recovery.
- Approval by Township Board at a regular meeting.
- NOTE: Vehicle parking may not be in front of subject property – must be set back.

**With us there are no boundaries**