

Form # P 04

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK
CITY OF PORTLAND
BUILDING INSPECTION
PERMIT

Please Read
Application And
Notes, If Any,
Attached

Permit Number: 101297
PERMIT ISSUED

This is to certify that CITY OF PORTLAND /The Iris Network
has permission to Tent for The Iris Network White Cane Awareness Fundraising Walk 10/16/2010 OCT 18
AT 6 COMMERCIAL ST CBL 444 A003001

provided that the person or persons, firm or corporation accepting this permit shall comply with all of the provisions of the Statutes of Maine and of the Ordinances of the City of Portland regulating the construction, maintenance and use of buildings and structures, and of the application on file in this department.

Apply to Public Works for street line and grade if nature of work requires such information.

Notification of inspection must be given and written permission procured before this building or part thereof is lathed or otherwise closed-in. 24 HOUR NOTICE IS REQUIRED.

A certificate of occupancy must be procured by owner before this building or part thereof is occupied.

OTHER REQUIRED APPROVALS

Fire Dept. CAPT. R. [Signature]
Health Dept. _____
Appeal Board _____
Other _____
Department Name

[Signature]
Director - Building & Inspection Services

PENALTY FOR REMOVING THIS CARD

City of Portland, Maine - Building or Use Permit Application

389 Congress Street, 04101 Tel: (207) 874-8703, Fax: (207) 874-8716

Permit No: 10-1297	Issue Date:	CBL: 444 A003001
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Location of Construction: 6 COMMERCIAL ST	Owner Name: CITY OF PORTLAND	Owner Address: 389 CONGRESS ST	Phone:
Business Name:	Contractor Name: The Iris Network	Contractor Address: 189 Park Ave Portland	Phone: 7179892300
Lessee/Buyer's Name	Phone:	Permit Type: Tents	Zone: <i>EWZ</i>

Past Use: Maine State Pier	Proposed Use: Maine State Pier - Tent for The Iris Network White Cane Awareness Fundraising Walk 10/16/2010	Permit Fee: \$30.00	Cost of Work: \$30.00	CEO District: 1
		FIRE DEPT: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied	INSPECTION: Use Group: <i>U</i> Type: <i>Tent</i>	

Proposed Project Description: Tent for The Iris Network White Cane Awareness Fundraising Walk 10/16/2010	Signature: <i>Rb</i>	Signature: <i>[Handwritten Signature]</i>
PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)		
Action: <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied		
Signature:		Date:

Permit Taken By: Idobson	Date Applied For: 10/15/2010	Zoning Approval		
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- This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.
- Building permits do not include plumbing, septic or electrical work.
- Building permits are void if work is not started within six (6) months of the date of issuance. False information may invalidate a building permit and stop all work..

Special Zone or Reviews <input type="checkbox"/> Shoreland <input type="checkbox"/> Wetland <input type="checkbox"/> Flood Zone <input type="checkbox"/> Subdivision <input type="checkbox"/> Site Plan Maj <input type="checkbox"/> Minor <input type="checkbox"/> MMH <input type="checkbox"/> Date: <i>10/10/10</i>	Zoning Appeal <input type="checkbox"/> Variance <input type="checkbox"/> Miscellaneous <input type="checkbox"/> Conditional Use <input type="checkbox"/> Interpretation <input type="checkbox"/> Approved <input type="checkbox"/> Denied Date:	Historic Preservation <input checked="" type="checkbox"/> Not in District or Landmark <input type="checkbox"/> Does Not Require Review <input type="checkbox"/> Requires Review <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied Date: <i>[Signature]</i>
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PERMIT ISSUED

OCT 18 2010

City of Portland

CERTIFICATION

I hereby certify that I am the owner of record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in the application is issued, I certify that the code official's authorized representative shall have the authority to enter all areas covered by such permit at any reasonable hour to enforce the provision of the code(s) applicable to such permit.

SIGNATURE OF APPLICANT

ADDRESS

DATE

PHONE



CITY OF PORTLAND, MAINE

Department of Building Inspections

Original Receipt

10/11 20 10

Received from

Iris Network

Location of Work

Maine State Pier

Cost of Construction

\$ _____ Building Fee: _____

Permit Fee

\$ _____ Site Fee: _____

Certificate of Occupancy Fee: _____

Total: 30

Building (1L) _____ Plumbing (15) _____ Electrical (12) _____ Site Plan (U2) _____

Other _____

CBL: 444 A3

Check #: 47230

Total Collected \$ 30

**No work is to be started until permit issued.
Please keep original receipt for your records.**

Taken by: [Signature]

WHITE - Applicant's Copy
YELLOW - Office Copy
PINK - Permit Copy



Tent/Canopy or Temporary Event Staging Permit Application

If you or the property owner owes real estate or personal property taxes or user charges on any property within the City, payment arrangements must be made before permits of any kind are accepted.

Location/Address/Park of Installation: <u>ME State Pier</u>		
Date of Set up/Event: <u>Oct 15 or 16</u>		Date of Breakdown/ End of Event: <u>Oct 16</u>
Tax Assessor's Chart, Block & Lot Chart# <u>444</u> Block# <u>A</u> Lot# <u>3</u>		Property Owner: <u>Portland</u> Telephone:
Lessee/Buyer's Name (If Applicable)		Applicant name, address & telephone: <u>Andrea Witkowski</u> <u>The Iris Network</u> <u>189 Park Ave. Portland Me</u> <u>Ph: 717-989-2300</u>
		Fee: <u>\$30.00</u>
<p>The permit fee and the following items must be completed and submitted along with this application in order to receive a permit.</p> <ol style="list-style-type: none"> 1. Certificate of Flammability - <u>Coming from tent co.</u> 2. Letter of approval from property owner. If the City is owner, attach a completed copy of Application to Use City Parks & Public Space from Parks & Recreation (756-8275). 3. Company name of installer (contact info). <u>MAINE BAY CANVAS - 209-878-8868</u> 4. Plot Plan showing the following: Tent/Canopy or temporary event staging locations, including dimensions, exits and entrances of proposed and existing, parking and existing building locations. If this is temporary staging, you will need to include product information. (Applicant may call Parks & Recreation for maps of Portland's Parks @ 756-8275). 5. If the City is the property owner, Certificate of Insurance listing the City as additional insured. Minimum amount of coverage is \$400,000.00 <p>Who should we contact when permit is ready: <u>Andrea Witkowski</u> Address: <u>189 PARK AVE PORTLAND ME 04102</u> Telephone: <u>717-989-2300</u></p>		
Please submit all of the information outlined in the Tent/Canopy and Event Staging Permit Application as one package. Failure to do so will result in the automatic denial of your permit.		

In order to be sure the City fully understands the full scope of the project, the Planning and Development Department may request additional information prior to the issuance of a permit. For further information visit us on-line at www.portlandmaine.gov, stop by the Building Inspections office, room 315 City Hall or call 874-8793.

RECEIVED

I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the Code Official's authorized representative shall have the authority to enter all areas covered by this permit at any reasonable hour to enforce the provisions of the codes applicable to this permit.

OCT 15 2010
Dept. of Building Inspections
City of Portland, Maine

Signature of applicant: <u>A. Witkowski</u>	Date: <u>Oct 4, 2010</u>
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This is not a permit; you may not commence ANY work until the permit is issued.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/23/2010

PRODUCER (207)985-3361 FAX: (207)985-7977

Cole Harrison Agency
83 Main Street
P.O. Box 358

Kennebunk ME 04043

INSURED

The Iris Network
189 Park Avenue

Portland ME 04102

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE

NAIC #

INSURER Philadelphia Ins. Companies 00000

INSURER Maine Employers' Mutual 11149

INSURER

INSURER

INSURER

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY				
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY				EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (per occurrence) \$ 300,000
A	<input checked="" type="checkbox"/> PRODUCTS - <input checked="" type="checkbox"/> SERVICES	PHPK572615	6/30/2010	6/30/2011	MEDICAL (per person) \$ 20,000 PERSONAL & ADULTERY \$ 1,000,000
	GENERAL AGGREGATE LIMIT APPLICABLE				GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMMODITIES \$ 3,000,000
	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY				
	<input checked="" type="checkbox"/> PASSENGER				COMBINED SINGLE LIMIT (per accident) \$ 1,000,000
A	<input checked="" type="checkbox"/> ALL OTHER AUTOS	PHPK572615	6/30/2010	6/30/2011	BODILY INJURY (per person) \$ BODILY INJURY (per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input checked="" type="checkbox"/> SCHEDULED AUTO				
	<input checked="" type="checkbox"/> HIRE AUTO				
	<input checked="" type="checkbox"/> TRAILER - (per accident)				
	GARAGE LIABILITY				
	<input checked="" type="checkbox"/> AUTOMOBILE				AUTOMOBILE (per accident) \$ OTHER THAN AUTOMOBILE (per accident) \$
	<input checked="" type="checkbox"/> EXCESS / UMBRELLA LIABILITY				EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
A	<input checked="" type="checkbox"/> DEFENSE	PHOB308142	6/30/2010	6/30/2011	
	<input checked="" type="checkbox"/> RETENTION \$ 10,000				
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				
	ANY EMPLOYER (BUSINESS OR OCCASIONAL) (Mandatory in NH)	1810043137	7/1/2010	7/1/2011	ALL STATES (per limits) (per day) \$ 500,000 E. DISEASE - (per employee) \$ 500,000 E. DISEASE - (policy limit) \$ 500,000
	OTHER				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

The City of Portland Maine (Certificate Holder) is named as Additional Insured as respects to the 14th Annual White Cape Awareness Walk to be held on 10/16/2010. The Iris Network has indemnified the City of Portland and holds it harmless from and against all claims arising out of activities during said event, including Product Liability and Completed Operations.

CERTIFICATE HOLDER

tvm@portlandmaine.gov

City of Portland
Parks & Recreation Department
389 Congress Street
Portland, ME 04101

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

Jeffrey Cole/CJM

Certificate of Flame Resistance

REGISTERED

FABRIC
NUMBER

F-140.01

ISSUED BY

JOHNSON OUTDOORS INC.

BINGHAMTON, NEW YORK 13902

Manufacturers of the Finest

Tent Products Described Herein

Date of Manufacture

JANUARY 2009

This is to certify that the products herein have been manufactured from material inherently flame retardant as here after specified by the material supplier.

NAME: MAINE BAY CANVAS

CITY: PORTLAND, ME

Certification is hereby made that:

The articles described on this certificate have been manufactured with an approved flame retardant chemical in compliance with California State Fire Marshal Code, NFPA-701*, Underwriters Laboratory of Canada, and have been tested in accordance with the Federal Test Method Specifications and meet or exceed the Military Flame Specifications of MIL-C-43006G.

Type, color and weight of material 14 OZ WBO & 16 OZ WBO

Description of item certified: ELITE 30 X 30 2PC WBO

**Flame Retardant Process Used Will Not Be Removed By Washing And
Is Effective For The Life Of The Fabric**

Snyder Manufacturing, Inc.

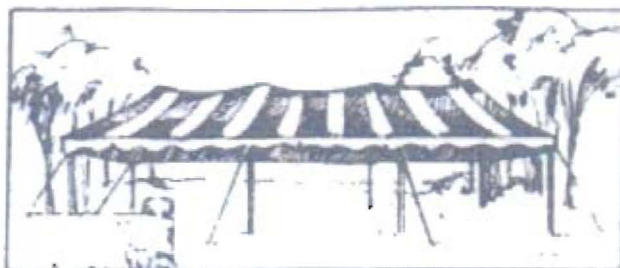
Manufacturer of Flame Retardant Vinyl Laminates


TENT DEPARTMENT, JOHNSON OUTDOORS INC

*Large Scale

Proposal No. 31120

Date: 9/23/10



Maine Bay Canvas

53 Industrial Way, Portland, Maine 04103
207-878 8888

Iris Network
189 Park Ave.
Portland, maine 04102

Dear ~~Honor~~ Andrea Witkowski

I am please to submit for your approval the following quote valid for ten days:

TENT RENTAL: 30' x 60' and 10' x 10' white frame tents with sidewalls.

ACCESSORIES: 30'x60' placed over star on the ground
10'x10' placed near the telephone / payphone area

RENTAL PERIOD: Oct. 15 to Oct. 18, 2010.

TERMS: 50% deposit with order, balance due upon installation

LOCATION: ME State Pier, Portland

PRICE QUOTE: \$1,375.00

All material and work is guaranteed to be as specified. Any alteration or deviation from specifications involving extra costs will become an additional charge over and above the quote. The lessee shall be responsible for any damage caused to any equipment due to vandalism or theft. The lessor makes no warrantee, either express or implied, except as specified herein, and in no event shall the lessor's liability for any breach hereof exceed the rental price specified above. Should heavy weather or an "act of God" require an emergency service call, we will do our best to respond as quickly as possible. In this case the customer agrees to pay \$30.00 per man hour plus travel fees.

Respectfully submitted,

Ronald Gaurin
Maine Bay Canvas, Inc.

*Anchor ties downs must be provided.

ACCEPTANCE

The above prices, specifications and conditions are satisfactory and are hereby accepted. Please sign below and return the original, retaining the copy for your records/

Accepted by Andrea Witkowski on behalf of The Iris Network Date Oct 1, 2010

IRIS NETWORK





CITY OF PORTLAND
RECREATION & FACILITIES MANAGEMENT
DIVISION

WATERFRONT SPACE PERMIT (2 page permit)

SPACE REQUESTED: Maine State Pier
CONTACT NAME: James E. Phipps
GROUP / EVENT NAME / DESCRIPTION OF ACTIVITY: The Iris Network / 15 th Annual White Cane Awareness Walk / Fundraising Walk
ADDRESS: 189 Park Avenue, Portland, ME 04102
TELEPHONE: 207-774-6273 x3305 cell:
EMAIL ADDRESS: JPhipp@theiris.org
EVENT DATE(S): October 16, 2010
EVENT TIME(S): 9:00am – 3:00pm including setup & strike
NUMBER OF PEOPLE EXPECTED: Approximately 200 - 500

Please be advised that the City of Portland, Recreation & Facilities Management Division, has approved your use of:

Maine State Pier

Pending the following conditions:

PERMIT FEES / INSURANCE / SECURITY DEPOSITS

PERMIT FEES: – Additional fees may be required for staff assistance, etc. Total Fee: **\$1,514.00**

CERTIFICATE OF INSURANCE: (Blank) shall indemnify the City and hold it harmless from and against all claims arising out of activities during said event, and shall take out and maintain public liability insurance coverage in the amount of at least **\$400,000** combined single limit for personal or bodily injury, death or property damage for said purpose. This insurance certificate must also list the City of Portland as an additional insured in regards to the “15th Annual White Cane Awareness Walk” activities.

SECURITY DEPOSIT: N/A

USE OF AREA

You have permission to use the: Maine State Pier.

CONDITION OF GROUNDS / ASSUMPTION OF RISK and LIABILITY

Users of the grounds agree to accept the areas in an “as is” condition and shall be responsible for all risk and liability in using the areas for the event.

ELECTRICITY

There are outlets on the light poles. Each pole has 15 amps available; they will be turned on and available for your use. There are two outlets (standard 110 watts) 15 amps on the storage shed. There are also outlets on the left side of the Pier, and at the front of the Pier if necessary. You have indicated you will not need anymore than that.

TRASH

Please abide by our Carry-in/Carry-out Policy. *Bring extra trash bags and/or receptacles and remove your trash from the area. Thank you for leaving the area as you found it.*

REVOKABLE PERMIT

The City reserves the unconditional right to control or cancel events to protect public safety.

The City reserves the unconditional right to control or cancel events to prohibit damage to public property.

The City reserves the right to revoke or revise an issued permit.

Signature: Andrew J. Downs

Date: 09/30/10

Andrew J. Downs, Event Coordinator, Recreation & Facilities Management Division

CITY OF PORTLAND
RECREATION & FACILITIES MANAGEMENT DIVISION
~ 239 Park Ave ~ Portland, ME 04102
(207) 874-8200 ~ FAX (207) 874-8130