

**Martin County Sheriff Department**

\_\_\_\_\_  
Year

\_\_\_\_\_  
Permit Number

**PERMIT TO HOLD EVENT ON LAKE OR  
RIVER PLACE TEMPORARY STRUCTURE  
IN WATER**

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

Permit pursuant to MSA 86B.111 and 86B.121

Request Permit For:     Swim Raft     Fishing Contest     Dive Tower     Boat Race     Other

Person Requesting Permit:

Sponsoring Agency:

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

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

Address: \_\_\_\_\_

Address: \_\_\_\_\_

City/State: \_\_\_\_\_

City/State: \_\_\_\_\_

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_

Location: \_\_\_\_\_ on \_\_\_\_\_

Event Information:

\_\_\_\_\_  
\_\_\_\_\_

Contact person if other than above: \_\_\_\_\_

I agree to observe all laws and regulations relating to the use of water and watercraft. I understand that this permit does not relieve me in any way from responsibility or liability I may incur in connection with any activities undertaken pursuant to this permit.

The undersigned does hereby agree to release the Sheriff of Martin County, the County of Martin, and its agents from any and all damages or claim as a result of the placement of the temporary structure in the above-mentioned public waters.

The undersigned further agrees to protect and hold harmless the Sheriff of Martin County, the County of Martin, and its agents from all actions, claims and demand whatsoever which may arise as a result of the placement of the temporary structure in public waters and shall reimburse said parties for any monies which they may be required to pay as a result of any action, claim or demand.

The undersigned states that he is the owner of or represents the sponsoring agency of the temporary structure for which this permit is being used; and agrees to maintain liability insurance regarding said structure/event during the time this temporary structure/event is on public waters with the County of Martin.

\*Temporary structure must be reflectorized and not a navigational hazard.

Event - Availability of restrooms for participants Removal of all items/debris resulting from event. If an ice event, depth of ice adequate for safety. Any state permits required, speed exemptions, or fishing contest must be previously applied for.

The name of my insurance company and the number of the policy providing said insurance is:

\_\_\_\_\_

\_\_\_\_\_

Policy Number: \_\_\_\_\_

Signed: \_\_\_\_\_

(Permitee)

Signed: \_\_\_\_\_

(Sheriff of Martin County)

By: \_\_\_\_\_ (Deputy)

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

# MARTIN COUNTY SHERIFF'S OFFICE

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**Jeff Markquart**  
Martin County Sheriff  
Security Building: 201 Lake Avenue  
Fairmont, MN 56031-1892

Telephone (507) 238-4481  
Fax (507) 238-1093

This SPECIAL EVENT PERMIT number \_\_\_\_\_ issued by the Sheriff pursuant to Minnesota Statute 86B.121, is strictly limited to the following activity:

Activity: \_\_\_\_\_

Location: \_\_\_\_\_

Date(s): \_\_\_\_\_

Absent the express written consent of the Sheriff's Office, this permit may not be renewed or extended beyond the date/time indicated above. This permit is valid only if all applicable state statutes, local ordinances as well as any rules/directives issued orally or in writing by the Sheriff including the following, are complied with:

1. Each individual event staff member and participant must wear his/her US Coast Guard approved wearable personal flotation device while on board a watercraft.
2. Race course lanes must not block or impede heavily trafficked areas or channels.
3. No excessive noise or sound-producing devices shall be used in connection with the event, except for race starting devices that are utilized only in the actual race area.
4. Prior to placement in the water, all temporary structures must be approved by the Sheriff's Office and, if approved, must be placed just prior to the day's event and be removed immediately thereafter (no structures may remain in the water overnight).
5. The permit recipient must provide an ambulance onsite, staffed with EMS trained personnel.
6. Any water accidents or incidents (involving injury or death to a person and/or property damage of \$500 or more) that may occur must be immediately reported to the Martin County Sheriff's Office.
7. Event activity must be confined to the area designated here above but the permit recipient shall not be allowed exclusive use of said area (if problems are created by other water users, notify the Sheriff's Office).
8. The permit recipient is responsible for evaluating weather/water conditions just prior to/during the event and must cancel the event if any adverse conditions exist that jeopardize event staff or participants.
9. This permit must be displayed to any law enforcement or city official upon request.

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Special Event Number \_\_\_\_\_

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The Sheriff's Office and the County of Martin shall incur no liability whatsoever that is directly or proximately attributable to the failure of the permit holder to strictly comply with this permit.

The Martin County Sheriff's Office recommends that all trailered watercraft should be cleaned and checked for exotic species prior to launching.

The individual whose signature appears below is the authorized agent of the permit holder and accepts responsibility on behalf of the organization. This official must advise all staff and race committee personnel of the permit in order to ensure the permit.

\_\_\_\_\_  
Officer/Authorized Agent Signature

\_\_\_\_\_  
Position/Title

\_\_\_\_\_  
Print Full Name

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Driver's License Number

Both copies of this permit must be signed and one must be returned to the Sheriff's Office at 201 Lake Avenue Fairmont, Minnesota 56031

Please contact the Sheriff's Office at 507 238-4481 if you need assistance or have any questions regarding this permit.

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## SPECIAL EVENT PERMIT APPLICATION LIABILITY RELEASE

This is a legally binding instrument and the provisions herein are subject to enforcement in court.  
Consultation with legal counsel is strongly recommended prior to signing this document.

The undersigned, an authorized agent of the organization indicated below, agrees on behalf of said entity to hold free and harmless the County of Martin and the Martin County Sheriff's Office as well as its employees and agents from any and all actions, claims, liabilities or assertions of liability which in any manner arise or be alleged to arise from any and all activities connected directly or proximately with the event(s) referenced in the accompanying special event permit application filed on behalf of said organization.

The undersigned forever relinquishes and effectively waives any and all rights, defenses and claims whatsoever assertive by the organization indicated below in any action by the County of martin to enforce the provisions herein.

The undersigned attests that he/she fully understands the above and declares that he/she is authorized to legally bind the organization to the provisions herein.

PLEASE PRINT OR TYPE

Organization Name:

Address:

Contact Person:

Must either be witnessed by a Sheriff's Office employee or notarized

IN WITNESS WHEREOF, the undersigned voluntarily sets his/her hand this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

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

Witness: \_\_\_\_\_

Notary:

MARTIN CO. STAFF MEMBER

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## SPECIAL EVENT PERMIT APPLICATION

Written permission is required from the city or municipality in which this event is to be held. The insurance certificate must show Martin County Sheriff's Office as an additional insured. Please attach written permission to this application. The permit cannot be issued without this permission.

The following information is necessary to insure the proper and accurate issuance of your permit. Please complete this form in its entirety and return it to our office at 201 Lake Avenue Fairmont, Minnesota 56031, at least thirty (30) days prior to your event.

PLEASE PRINT OR TYPE

NAME OF EVENT: \_\_\_\_\_

DATE(S) OF EVENT: \_\_\_\_\_

TIME(S) OF EVENT: \_\_\_\_\_

EVENT LOCATION: \_\_\_\_\_

WAS THIS EVENT HELD LAST YEAR:       YES       NO

SPONSORING ORGANIZATION: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_ DL #: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE (home, work, cell, fax, etc.): \_\_\_\_\_

PROPOSED EVENT ACTIVITIES: \_\_\_\_\_

\_\_\_\_\_

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## SPECIAL EVENT PERMIT APPLICATION

**NOTICE TO APPLICANT:** You are required by Minnesota Statute 86B.121 to have a Sheriff's Permit prior to holding an event on any body of water. An event is defined as:

"A gathering of persons engaged in (organized) activities on waters of the state or public property adjacent to those waters that, in the Sheriff's opinion, would have an impact on public safety or natural resources."

There is no charge for this permit in Martin County. In order to have a permit issued, all of the following must be filed with our office at least 30 days prior to the event.

1. A Sheriff's Special Event Permit application and liability release, filled out in its entirety, including signatures. The Liability Release must be either notarized or witnessed by a Sheriff's Office employee.
2. A letter of permission or a permit must be obtained from the city or cities, that the event will originate and conclude in.
3. If your event is a fishing contest, you will need a DNR Fisheries permit if one or more of the following apply:
  - a. There are greater than thirty participants for open water contests or 150 participants for ice fishing contests
  - b. The entry fee is greater than \$25.00 per person
  - c. The total prize value is greater than \$25,000
  - d. The contest is limited to trout species only

Please call the DNR at 651 297-3287 for an application.