

**CITY OF BOISE  
PARKS AND RECREATION DEPARTMENT**



**PARKS AND  
RECREATION**

**2024 Commercial Use Permit  
Application**



**CITY OF BOISE  
PARKS AND RECREATION DEPARTMENT  
COMMERCIAL USE APPLICATION**

The City of Boise provides opportunities for entities to apply for a permit allowing them to conduct classes, lessons, tours, or demonstrations on city-owned/managed waterways and properties. **Permit applications shall be accepted throughout the year, with consideration being given on a first-come, first-served basis. Commercial Use Permits are awarded for the calendar year (January 1 - December 31) regardless of when applications are submitted.**

Entities wishing to acquire a permit to operate on city-owned/managed waterways and/or properties shall comply with all applicable laws, statutes, and ordinances, the terms and conditions stated in the Commercial Use Application, and the following standards, requirements, terms, and conditions.

**Completed applications can be submitted to:**

Boise Parks and Recreation Administration Office  
1104 Royal Blvd.  
Boise, ID 83706  
Or emailed to: [BPR@cityofboise.org](mailto:BPR@cityofboise.org)

**Boise Parks and Recreation reserves the right to deny a request if it does not meet the Parks and Recreation Department's mission, or conflicts with park operations.**

Name of Business: \_\_\_\_\_

Address: \_\_\_\_\_  
City, State, Zip  
Code: \_\_\_\_\_

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

E-mail Address: \_\_\_\_\_

Website: \_\_\_\_\_

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

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

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

## PERMIT QUESTIONNAIRE

### 1. Application is for (check all that apply):

- \_\_\_\_\_ Demonstrations
- \_\_\_\_\_ Lessons
- \_\_\_\_\_ Fitness Classes
- \_\_\_\_\_ Other: \_\_\_\_\_

### 2. \*Park/Facility Locations (please attach and specify the location on a map):

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*\*Some Boise Parks and Recreation sites may be ineligible for the Commercial Use Program entirely or for a portion of the calendar year.*

**For permitting in or surrounding bodies of water, please select from the following locations.** Boise Parks and Recreation will issue a maximum of six (6) water use permits annually.

- Bernardine Quinn Riverside Park Pond/Esther Simplot Park Pond #1**  
*(Esther Simplot Park Pond #2 is not available for commercial use.)*
- Boise River** – Commercial Guides wishing to enter or leave the Boise River through City managed property.  
*(Applicants floating the river through the JA and Kathryn Albertson Family Foundation Whitewater Park are required to portage around the park's features. The wave features will not be adjusted to accommodate passage.)*
- JA and Kathryn Albertson Family Foundation Boise Whitewater Park**  
*(Applicants that receive a permit to use the J.A. and Kathryn Albertson Family Foundation Boise Whitewater Park are subject to the wave schedule detailed on the city's website:  
<https://www.cityofboise.org/departments/parks-and-recreation/parks/ja-and-kathryn-albertson-family-foundation-boise-whitewater-park/>.*
- The wave schedule will not be altered to accommodate applicants' classes or lessons. Permittees do not receive exclusive use of the park and must share the wave with drop-in users.)*
- Marianne Williams Park Pond**  
*(Bank fishing only.)*
- Parkcenter Pond**  
*(Available for special events. Must go through Boise Parks and Recreation's reservation process.)*
- Veterans Memorial Park Pond**



8. **Price Schedule:** List all prices you anticipate charging customers such as class tuition, etc.

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9. **Equipment:** List all equipment you anticipate using during your commercial use activities.

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10. **References:** Please include three references.

<b>Name</b>	<b>Address</b>	<b>Phone Number</b>
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11. **Additional Comments/Information:** Include any additional information you feel will add additional value and consideration to the city awarding you a commercial use permit.

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12. **Product Sponsorship:** The city enters into sponsorships for products such as soft drinks, which stipulate that the city will only sell their products through the term of the sponsorship. If awarded a permit, Applicant agrees to abide by the city's product sponsorships and use all products currently under contract with the city.  Yes  No

**13. Business License (Check one):**

Check	Item
	Applicant has a business license and copies are attached.
	Applicant agrees to obtain all required licenses/permits promptly at time of award announcement.

**14. Idaho Outfitters and Guides (Check One, If Applicable):** To enter or leave the Boise River from City owned property, applicants must have or obtain a license with the State of Idaho Outfitters and Guides Licensing Board.

Check	Item
	Applicant has a current license with the State of Idaho Outfitters and Guides Licensing Board, and a copy is attached.
	Applicant agrees to obtain required license from the State of Idaho Outfitters and Guides Licensing Board and submit proof of license, prior to being awarded a Commercial Use Permit for entering or leaving the Boise River through City managed property..
	Not Applicable.

**15. Insurance:** To operate on City of Boise managed waterways or properties, or to for commercial guides entering or leaving the Boise River through City managed property, applicants must possess Commercial General Liability Insurance, Commercial Automobile Insurance, and Workers Compensation Insurance at the following levels:

A. Commercial General Liability

Applicant shall maintain, and specifically agrees that it will maintain, throughout the term of the permit, Commercial General Liability Insurance, Workers' Compensation Insurance, and Employers' Liability Insurance in the form of a certificate of insurance issued on behalf of the

City of Boise, naming the City (Licensor) as an additional insured on the liability policies, for the following minimum limits and coverage:

Commercial General Liability Insurance in the following amounts:

General Aggregate \$2,000,000

Product/Completed Operations Aggregate \$2,000,000

Personal & Advertising Injury Liability \$1,000,000

Per Occurrence \$1,000,000

B. Commercial [Business] Automobile Liability

Proof of auto liability insurance coverage with State of Idaho required liability limits is required.

C. Workers Compensation and Employers Liability

Where required by law, the Permittee shall have and maintain during the life of this contract, statutory Workers Compensation and include Employers Liability with minimum limits of: Bodily injury by accident - \$100,000 each accident; bodily injury by disease - \$100,000 each employee; bodily injury by disease - \$500,000 policy limit, while engaged as a Permittee. In case any such work is sublet, the Permittee shall require its sub-Permittee to provide Workers Compensation and Employers Liability Insurance where required by law.

The limits of insurance shall not be deemed a limitation of the covenants to indemnify and save and hold harmless the City. And if the City becomes liable for an amount in excess of the insurance limits herein provided, Applicant covenants and agrees to indemnify and save and hold harmless the City from and for all such losses, claims, actions or judgments for damages or liability to persons or property. **Applicant shall provide the City with a Certificate of Insurance or other proof of insurance evidencing Applicant's compliance with the requirements of this paragraph and file such proof of insurance with the City's Risk Manager and Department of Parks and Recreation.** In the event the insurance minimums of the Idaho Tort Claims Act are changed to exceed the above-listed amounts, Applicant shall immediately submit proof of compliance with the changed limits. If Applicant fails to provide or maintain said insurance in the amounts listed, even if cured by Applicant at a subsequent date, such shall be deemed an incurable default by Applicant, and Licensor may exercise any rights or remedies for such default that Licensor may have under this License or at law or equity, including, without limitation, the right to terminate this License.

Applicant has enclosed Certificate of Insurance.  Yes  No

16. **Fee:** To obtain a permit to conduct lessons, classes, demonstrations, on Boise City managed properties, the following fees are required:

**Fee for up to 100 uses per calendar year:**

\$365 (City of Boise residents)

\$565.75 (non-residents)

**Additional fee for over 100 uses per calendar year:**

\$650 (City of Boise residents)

\$1,007.50 (non-residents)

Please note, permittees wishing to conduct special events or special uses beyond the scope of their permit may be required to obtain an additional permit and pay additional fees to the City of Boise.

Check	Item
	Applicant has enclosed payment of annual permit fee.
	Applicant agrees to pay annual permit fee promptly at time of award announcement.

**End of Application**

*[ Signatures appear on following page.]*



I hereby certify the enclosed information to be true and accurate, to the best of my knowledge. I understand that any misrepresentation of the information contained within may disqualify me from obtaining a Commercial Use Permit for City of Boise Department of Parks and Recreation managed properties. I also certify that I have read, and that I understand, the terms and conditions set forth in this Commercial Use Application and in the City's Terms of Commercial Use, which is attached hereto as Attachment A and incorporated herein by reference. By my signature, below, I knowingly and willingly agree to be bound by all applicable laws, statutes, ordinances, and regulations, and by the terms and conditions contained in both this Commercial Use Application and in the City's Terms of Commercial Use, attached and incorporated herein. Violation of any of the terms and conditions detailed in the Commercial Use Application or the City's Terms of Commercial Use may result in the revocation of the Commercial Use Permit. I further understand that this application does not guarantee me issuance of a Commercial Use Permit.

Permit holder shall save, defend, indemnify, and hold City harmless from and against any and all loss, damage, liability, or claims (including, without limitation, costs and expense of litigation and reasonable attorneys' fees) (collectively, "Claims") arising from, or connected with, this Permit and/or use of the Licensed Space by Permit holder or Permit holder's employees, agents, or invitees.

Printed Name of Applicant: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

STATE OF IDAHO    )  
                                  ) ss.  
County of Ada     )

On this \_\_\_\_\_ day of \_\_\_\_\_, before me, a notary public, personally appeared \_\_\_\_\_, known or identified to me to be the \_\_\_\_\_ of \_\_\_\_\_, who executed the within instrument on behalf of the company.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first written above.

\_\_\_\_\_  
Notary Public for Idaho  
Commission Expires \_\_\_\_\_

**[THIS PAGE IS FOR BPR STAFF USE ONLY]**

Commercial Use Permit – Conditions for Approval

Check	Item
	Completed & notarized application
	Commercial General Liability Insurance: City of Boise listed as certificate holder
	Automobile Liability Insurance
	Workers Compensation and Employers Liability (or) WC Vendor Declaration approved by Risk & Safety
	Payment
	Schedule

<b>2024 Commercial Use Permit</b>	
	APPROVED
	DENIED