



Facilities Reservations & Special Events Permitting **Bulletin: Inflatables & Other Rides**

Attention: applicants for City Parks Facilities Reservations & Special Events

This bulletin is to provide clarification on the subject of having an inflatable (bouncy house, human hamster ball, etc.), or any other type of ride / portable play apparatus, all of which are hereinafter referred to as “ride”, both in a City Park, and outside City property as a part of a Special Event.

Want to have a ride in a City Park? Even if you are planning on having less than 50 people at your event, you must obtain a Special Event Permit in order to have a ride.

Want to have a ride as a part of a Special Event that is not in a City Park? Even if you are not using a City Park for your Special Event, you must still meet the following requirements.

The City has the following requirements for all rides in a City Park, and /or as part of a Special Event:

- 1) The **ride** itself must be licensed through L&I and marked with the appropriate decal
- 2) The **vendor** supplying the ride must be a L&I certified amusement ride operator
- 3) The ride **operator** must be an employee of the vendor supplying the ride
This means that you cannot rent a ride from a vendor and have adult volunteers operate the ride. The ride must be setup, operated by, and torn down by the vendor’s staff member.

As a part of this requirement, you must provide the following to the City, as a part of your Special Event Permit Application:

- 1) Evidence of the **vendor’s** L&I status
- 2) The **vendor’s** certificate of insurance naming the City as additional insured, with the following minimum limits:
 - a. Per Occurrence Limit: \$1 Million
 - b. General Aggregate Limit: \$2 Million****This insurance from the vendor is in addition to the insurance that you must provide for your event (as explained in the Special Event Permit application).**

If your ride is going to be in a City Park, after we receive the above information, we will contact you regarding where the vendor can set up and operate the ride.

If your ride is not in a City Park but is a part of a Special Event, you must also provide a letter from the property owner allowing the vendor to operate the ride on their property.

***If you have any questions about these requirements, please contact
specialevents@oakharbor.org or 360-279-4512.***