

**BOROUGH OF WESTVILLE**

Regular Council Meeting

165 Broadway

March 2, 2020

*Agenda*

- Call to Order**
- Pledge of Allegiance**
- Public Notice**
- Roll Call**

**MEETING MINUTES:** Regular and Executive meeting minutes from February 3, 2020 and Executive Minutes from January 20, 2020

**PUBLIC COMMENT ON AGENDA ITEMS ONLY**

**COMMITTEE REPORTS**

**OLD BUSINESS:**

***Public Hearing:***

*(2<sup>nd</sup> Reading - Introduced February 3, 2020)*

**ORDINANCE No. 1-2020** – Salary and Wage Ordinance of the Borough of Westville for 2020

*Motion to Open* \_\_\_\_\_ *By* \_\_\_\_\_ *Sec.* \_\_\_\_\_

*Motion to Close* \_\_\_\_\_ *By* \_\_\_\_\_ *Sec.* \_\_\_\_\_

**Adoption/Action**

***Motion to*** \_\_\_\_\_ ***By*** \_\_\_\_\_ ***Sec.*** \_\_\_\_\_

***Public Hearing:***

*(2<sup>nd</sup> Reading - Introduced February 3, 2020)*

**ORDINANCE No. 2-2020** – Ordinance Amending Chapter 254, Peddling and Soliciting, Article II, Canvassing and Soliciting, in the Borough of Westville, County of Gloucester, State of New Jersey *(title only)*

*Motion to Open* \_\_\_\_\_ *By* \_\_\_\_\_ *Sec.* \_\_\_\_\_

*Motion to Close* \_\_\_\_\_ *By* \_\_\_\_\_ *Sec.* \_\_\_\_\_

**Adoption/Action**

***Motion to*** \_\_\_\_\_ ***By*** \_\_\_\_\_ ***Sec.*** \_\_\_\_\_

***Public Hearing:***

*(2<sup>nd</sup> Reading - Introduced February 3, 2020)*

**ORDINANCE No. 3-2020** – Ordinance Amending Chapter 373, Vehicles and Traffic, Article XI, Schedules in the Borough of Westville, County of Gloucester State of New Jersey *(title only)*

*Motion to Open* \_\_\_\_\_ *By* \_\_\_\_\_ *Sec.* \_\_\_\_\_

*Motion to Close* \_\_\_\_\_ *By* \_\_\_\_\_ *Sec.* \_\_\_\_\_

**Adoption/Action**

***Motion to*** \_\_\_\_\_ ***By*** \_\_\_\_\_ ***Sec.*** \_\_\_\_\_

*Agenda*

**Public Hearing:**

*(2<sup>nd</sup> Reading - Introduced February 3, 2020)*

**ORDINANCE No. 4-2020** – Ordinance Amending Chapter 258, Property Maintenance in the Borough of Westville, County of Gloucester State of New Jersey *(title only)*

*Motion to Open* \_\_\_\_\_ *By* \_\_\_\_\_ *Sec.* \_\_\_\_\_

*Motion to Close* \_\_\_\_\_ *By* \_\_\_\_\_ *Sec.* \_\_\_\_\_

**Adoption/Action**

*Motion to* \_\_\_\_\_ *By* \_\_\_\_\_ *Sec.* \_\_\_\_\_

**SAFETY PRESENTATION - Joe Henry, Hardenberg Insurance Group**

**NEW BUSINESS:**

**CONSENT AGENDA**

The items listed below are considered to be routine by the Borough of Westville and will be enacted by one motion. There will be no formal discussion of these items. If discussion is desired, this item will be removed from the Consent Agenda and will be considered separately.

*(Motion to approve/deny all Resolutions listed under the Consent Agenda by Roll Call Vote)*

**RESOLUTION No. 42-2020** – Appointing an Alternate Fund Commissioner to the TRICO JIF

**RESOLUTION No. 43-2020** – Authorizing the Mayor or Borough Administrator to sign the 2020 Maintenance Agreement with South Jersey Elevator

**RESOLUTION No. 44-2020** – Appointing April DiRocco as a back-up Bus driver in the Public Works Department

*Motion* \_\_\_\_\_ *Second* \_\_\_\_\_

**END CONSENT AGENDA**

**NEW BUSINESS:** *(continued)*

**RESOLUTION No. 45-2020** – Refunding Joseph Morris a totally disabled veteran a tax rebate credit

*Motion* \_\_\_\_\_ *Second* \_\_\_\_\_

**RESOLUTION No. 46-2020** – Approving Change Order No. 1, FY2018, Resurfacing and Safety Improvements to Walnut Street

*Motion* \_\_\_\_\_ *Second* \_\_\_\_\_

*Agenda*

**NEW BUSINESS:** *(continued)*

**RESOLUTION No. 47-2020** - Memorializing the approval of the Borough of Westville Public Works contract for the years 2020 through 2023

*Motion* \_\_\_\_\_ *Second* \_\_\_\_\_

**RESOLUTION No. 48-2020** - Approving the application for Tax Abatement submitted by Mike Tippin and authorizing the Borough of Westville to enter into a written Tax Abatement Agreement with the applicants for the Abatement of local real estate property taxes on 234 W. Olive Street (Block 72, Lot 2)

*Motion* \_\_\_\_\_ *Second* \_\_\_\_\_

**RESOLUTION No. 49-2020** - Authorizing the Tax Collector to waive interest charges on Account #1608, 46 Harvard Avenue

*Motion* \_\_\_\_\_ *Second* \_\_\_\_\_

**RESOLUTION No. 50-2020** - Authorizing Execution of a Shared Services Agreement for the Municipalities of the Borough of Westville and the Borough of Brooklawn- Shared Department of Public Works

*Motion* \_\_\_\_\_ *Second* \_\_\_\_\_

**RESOLUTION No. 51-2020** - Authorizing the Mayor of Westville, or his designee, to sign the contract with Pyrotecnico to conduct a Fireworks display on June 27, 2020

*Motion* \_\_\_\_\_ *Second* \_\_\_\_\_

**REQUEST** from the Westville Public Library to utilize the \$10,000 held in reserve for the Library.

*Motion* \_\_\_\_\_ *Second* \_\_\_\_\_

**REQUEST** from the Rolling Badges to hold a Coin Drop on April 18, 2010 *(required paperwork has been submitted and the request was approved by the Police Department and Gloucester County's Highway Department.)*

*Motion* \_\_\_\_\_ *Second* \_\_\_\_\_

**REQUEST** from the Bible Church of Westville to use Thomas West Park *(as well as electric for the PA system and use of bleachers)* for their Sunrise Service on Sunday, April 12, 2020 at 6:30 a.m.

*Motion* \_\_\_\_\_ *Second* \_\_\_\_\_

*Agenda*

**NEW BUSINESS:** *(continued)*

**REQUEST** from the Gloucester County Women's Softball League to use the Klinger Avenue field starting April 1 through July 23. *(all required paperwork has been submitted)*

*Motion \_\_\_\_\_ Second \_\_\_\_\_*

**REQUEST** from the Westville Expos of the New Jersey Independent Baseball league to use the Park Avenue field starting April 1 through November 10. *(all required paperwork has been submitted, however an updated Certificate of Insurance will be submitted by March 4 when the current policy expires)*

*Motion \_\_\_\_\_ Second \_\_\_\_\_*

**REQUEST** from the Philadelphia Yankees of the South Jersey Men's Senior Baseball league to use the Park Avenue field starting April 5 through August 30. *(all required paperwork has been submitted)*

*Motion \_\_\_\_\_ Second \_\_\_\_\_*

**APPLICATIONS FOR 2020 AMUSEMENT LICENSE** *(fees have been paid and requests approved by both the Police and Fire Departments)*

- Schileens Pub (32 Delsea Drive)
- Grabbes (19 Delsea Drive)

*Motion \_\_\_\_\_ Second \_\_\_\_\_*

-----**CONCLUSION OF NEW BUSINESS**-----

**BILLS & VOUCHERS:**      List of Bills: *(Posted in hallway)*

Motion to dispense with reading of the bills

Motion to pay all Bills and Vouchers that are in order

**COMMUNICATIONS:**

- ❖ Letter from the State of New Jersey, Department of Environment Protection regarding an area of concern for an underground storage tank system at 242 Delsea Drive, specifically, no further remediation is necessary, provided the Mortgagee company did not withhold any information

**PUBLIC PORTION:** *(Individuals must state their name and address for the record and respect the five minute time limit while addressing the Governing Body. In order to be heard, individuals must go to the podium and speak into the microphone.)*

*Agenda*

**COMMENTS FROM MAYOR/COUNCIL/DEPARTMENT HEADS:**

**EXECUTIVE SESSION:**

**RESOLUTION No. 52-2020 - Authorizing an Executive Session to discuss Personnel issues**

*Motion* \_\_\_\_\_ *Second* \_\_\_\_\_

**MEETING ADJOURNMENT**

*Motion* \_\_\_\_\_ *Second* \_\_\_\_\_

*Next Council Meeting Scheduled for  
Monday, April 6, 2020 at 7:00 p.m.*

# Resolution

## AUTHORIZING EXECUTION OF SHARED SERVICES AGREEMENT FOR THE MUNICIPALITIES OF THE BOROUGH OF WESTVILLE AND BOROUGH OF BROOKLAWN - SHARED DEPARTMENT OF PUBLIC WORKS

WHEREAS, the Borough of Westville ("Westville") has agreed to enter into a Shared Services Agreement with the Borough of Brooklawn ("Brooklawn) for shared services for the Department of Public Works; and

WHEREAS, the Borough of Westville and the Borough of Brooklawn wish to improve the efficiency of the Department of Public Works operations for both municipalities while reducing the costs of delivering public works services; and

WHEREAS, the Borough of Westville and the Borough of Brooklawn wish to provide services to their respective Municipalities, with Westville as the Lead Agency; and

WHEREAS, the Borough of Westville must enter into an Agreement to provide for the terms and conditions of said Agreement.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Westville, County of Gloucester, and State of New Jersey, as follows:

1. That the Borough of Westville does hereby approve and authorize the execution of the attached Shared Services Agreement between the Borough of Westville and the Borough of Brooklawn for shared Department of Public Works.
2. That the Mayor and/or Borough Administrator be and is hereby authorized to execute said Agreement on behalf of the Borough of Westville.

ADOPTED by the Governing Body of the Borough of Westville, County of Gloucester, State of New Jersey at a meeting held on Monday, March 2, 2020.

**BOROUGH OF WESTVILLE**

**Russell W. Welsh, Jr.  
MAYOR**

**ATTEST:**

**Ryan J. Giles  
MUNICIPAL CLERK**

# Resolution

## **AUTHORIZING THE MAYOR OF WESTVILLE, OR HIS DESIGNEE, TO SIGN THE CONTRACT WITH PYROTECNICO TO CONDUCT A FIREWORKS DISPLAY**

**WHEREAS**, the Borough of Westville has received and reviewed a Contract between the Borough of Westville and Pyrotecnico to conduct a fireworks display on June 27, 2020; and

**WHEREAS**, after due deliberation the Borough of Westville has determined that it is appropriate and in the best interest of the Borough of Westville to execute a contract with Pyrotecnico to conduct a fireworks on display June 27, 2020.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Westville that the Mayor, or his designee, be and is hereby authorized and directed to execute the attached contract with Pyrotecnico to conduct a fireworks display on June 27, 2020 subject to the submission of all appropriate documents and insurance verification as required by the Borough of Westville and its insurance company.

**APPROVED** by the Governing Body of the Borough of Westville, County of Gloucester, State of New Jersey at a meeting held on Monday, March 2, 2020.

**BOROUGH OF WESTVILLE**

**Russell W. Welsh, Jr.  
MAYOR**

**ATTEST:**

**Ryan J. Giles  
MUNICIPAL CLERK**



**FIREWORKS DISPLAY AGREEMENT**

THIS FIREWORKS DISPLAY AGREEMENT ("Agreement") is made effective as of the later of the dates set forth below the signatures below ("Effective Date") by and between Pyrotecnico Fireworks Inc. ("Pyrotecnico") and **Borough of Westville** ("Sponsor"), sometimes referred to individually as "Party" or collectively as "Parties." In consideration of the mutual promises and covenants contained herein, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

**GENERAL TERMS:**

Scope of services to be provided by Pyrotecnico ("Services"):	Aerial Fireworks Display
Date(s) of Show:	June 27, 2020
Rain Date(s) of Show (if negotiated):	
Compensation to be paid to Pyrotecnico for providing the Services ("Compensation"):	\$11,000.00
Pre-Show Advance:	\$0.00
Pre-Show Advance Due Date:	N/A
Payment Terms:	Net 10
Postponement Fee:	\$2,750.00
Cancellation Fee:	\$8,250.00

**SERVICE TERMS:**

Pyrotecnico will provide Sponsor with a fireworks display subject to the terms and conditions of this Agreement. The pricing provided in this Agreement is valid only for 60 days from the date this Agreement is sent to the Sponsor via any means. Pyrotecnico may, but is not required to, accept this Agreement if the Sponsor does not return the signed Agreement within this time.

**PRE-SHOW ADVANCE, COMPENSATION AND PAYMENT TERMS**

Sponsor shall pay Pyrotecnico the Compensation and the Pre-Show Advance on or before the dates set forth above. The Pre-Show Advance includes, among other things, the purchase of products necessary for the show, permit costs, the hiring of any necessary equipment, show programming, the assembly and packing of the show, and is necessary in order for Pyrotecnico to finally confirm availability for your event.

Sponsor must pay interest at the rate of 1.5% per month on any unpaid balance until paid in full. Payment must be made by check or otherwise as agreed by the Parties to Pyrotecnico at PO Box 149, New Castle, PA 16103. If Sponsor fails to perform its obligations and responsibilities under this Agreement, and Pyrotecnico must enforce its rights by hiring an attorney or other third party, Sponsor must pay all fees and costs incurred by Pyrotecnico to collect the full amount owed under this Agreement.

**RAIN DATES**

Rain Dates must be negotiated by the Parties and are NOT available July 1<sup>st</sup> through July 7<sup>th</sup> unless specifically negotiated.

**DISPLAY RESPONSIBILITIES**

Pyrotecnico and Sponsor shall collaborate in the performance of all tasks relating to the fireworks display. These tasks include, but are not limited to:

- A) procuring and furnishing a place suitable for the fireworks display (the "Display Site"),
- B) applying for, obtaining and securing all permits, licenses and approvals required by all applicable local, state and federal laws and regulations as well as those required by any local police and fire departments for the Fireworks Display (collectively, the "Required Approvals"). Unless otherwise stated in this Agreement, Sponsor is responsible for the payment of all governmental fees and expenses imposed or applied to this show including any fees or expenses incurred after the signing and execution of contract for the show,
- C) securing an acceptable location with private or public security personnel to park the Pyrotecnico fireworks truck(s) overnight (or for such longer or shorter period as Pyrotecnico may reasonably require in order to effectively provide the fireworks display),
- D) unless otherwise specified by Pyrotecnico the Sponsor is solely responsible for securing adequate protection (via private or public security, police and fire protection, as may be appropriate) to prevent all motor vehicles and individuals, other than those authorized by Pyrotecnico, from entering the security area (display site, fallout area and safe zone) designated by Pyrotecnico.

The Parties shall fulfill their responsibilities in accordance with all local, state and federal rules, laws, orders and regulations, including those of the National Fire Protection Association (NFPA).

## **SCRIPTED SHOW AND MUSIC SOUNDTRACKS**

*For displays designated as "scripted" exhibitions:*

- A) Sponsor must complete, sign and return this Agreement, at least 40 days prior to the show date.
- B) Sponsor must either provide a pre-approved music soundtrack for the display OR to give final approval to a soundtrack created by Pyrotecnico, at least 30 days before the show date (at least 45 days prior for 4<sup>th</sup> of July shows). If Sponsor fails to do either, then Pyrotecnico will complete the soundtrack without Sponsor's prior approval and the scripting process will be completed based on the soundtrack created by Pyrotecnico.
- C) Proposal pricing is based upon Pyrotecnico creating one (1) soundtrack and the first set of revisions requested by Sponsor. Any additional revisions requested by the Sponsor will be billed at the rate of \$125 per set of revisions.

If Pyrotecnico provides a show which includes music or commercial video of any type that is protected under intellectual property law, Sponsor is solely responsible for payment of any applicable licensing fees, and/or BMI, ASCAP or other fees, and shall indemnify Pyrotecnico against any claims or liabilities which may arise from the use of the intellectual property.

## **POSTPONEMENT**

If on the show date either the Authority Having Jurisdiction or Pyrotecnico (in its sole and absolute discretion) determines that the conditions make the show either impossible or would increase the risk of damage or danger to person or property, the Parties agree as follows:

- A) If the Parties agree to reschedule the display to a date within 6 months of the original date, then the Sponsor shall pay the Postponement Fee in addition to the original Compensation.
- B) If the Sponsor elects to cancel the display, the Sponsor shall pay the Cancellation Fee in full satisfaction of its obligations under this Agreement within 10 days of the show date.

## **CANCELLATION**

If Sponsor cancels this Agreement for any reason other than Pyrotecnico's default, or, if it is or will be impossible for Pyrotecnico to perform all of its obligations under this Agreement for reasons outside of its control regardless of its best efforts, the Parties agree as follows:

- A) If the display is cancelled more than 30 days prior to the show date, Sponsor shall pay the Postponement Fee in full satisfaction of its obligations under this Agreement.
- B) If the display is cancelled 30 days or less prior to the show date, Sponsor shall pay the Cancellation Fee in full satisfaction of its obligations under this Agreement.

If Sponsor elects to cancel this Agreement, it must do so by sending a written notice by either overnight mail via nationally recognized courier or certified mail addressed to Pyrotecnico, PO Box 149, New Castle PA 16103. Notice is effective upon receipt by Pyrotecnico and will determine the fee owed by Sponsor under this paragraph.

In the event of any force majeure occurrences (e.g. floods, strikes, civil unrest, etc.) which prevent the display, Sponsor shall pay to Pyrotecnico the Postponement Fee in full satisfaction of its obligations under this Agreement.

## **INDEMNIFICATION & INSURANCE**

Sponsor shall indemnify and defend Pyrotecnico and its shareholders, directors, officers, employees, agents, representatives and insurers from any and all demands, claims, causes of action, judgments or liability (including the costs of suit and reasonable costs of experts and attorneys) arising from damage to or destruction of property (including both real and personal) or bodily or personal injuries (including death), whether arising from tort, contract or otherwise, that occur directly or indirectly from (a) the gross negligence or willful misconduct of Sponsor or its employees, agents, contractors or representatives, or (b) the failure of Sponsor to comply with its obligations and responsibilities. If Sponsor is not the owner of the property being used by Pyrotecnico as the show site (shooting location), Sponsor further agrees to defend Pyrotecnico, its officers and/or employees against any claims brought or actions filed against Pyrotecnico with respect to Pyrotecnico's use of the show site. Sponsor will not under any circumstances be entitled to recover any consequential, incidental, exemplary, special or punitive damages from Pyrotecnico, including loss of income, business or profits.

Pyrotecnico shall indemnify and defend Sponsor from any and all demands, claims, causes of action, judgements or liability (including the costs of suits and reasonable costs of experts and attorneys) arising from damage to or destruction of property (including both real and personal) or bodily or personal injuries (including death), whether arising from tort, contract or otherwise, that occur directly or indirectly from (a) the gross negligence or willful misconduct of Pyrotecnico or its employees, agents, contractors or representatives, or (b) the failure of Pyrotecnico to comply with its obligations and responsibilities.

Pyrotecnico will provide a certificate evidencing general liability insurance coverage as required by Sponsor. Pyrotecnico agrees to name as additional insureds parties to whom Sponsor has written, contractual obligations to insure. Additional Insureds are limited to Sponsor, sponsors of Sponsor, property owners in and around the show site, municipal corporations (including authorities and public safety departments) and employees and volunteers of any of these. This coverage specifically does not include coverage for any independent acts of negligence of those additionally insured.

## **CREDITING**

Sponsor will credit Pyrotecnico as "Fireworks by Pyrotecnico" in all advertising or marketing materials that are within the Sponsor's authority.

Sponsor Initials: \_\_\_\_\_

**MISCELLANEOUS**

- A) For all purposes under this Agreement, a "week" is defined as that period from Sunday at 0:00 through the immediately following Saturday at 23:59.
- B) Neither this Agreement nor any part of this Agreement may be transferred, conveyed or assigned by Sponsor without the prior written consent of Pyrotecnico.
- C) This Agreement contains the entire Agreement between the Parties for this show and any prior agreements are terminated. This Agreement may only be amended, revised or terminated by a written instrument executed by the Party against which enforcement of the amendment, revision or termination is asserted. Any terms conflicting with or in addition to the terms of this Agreement, regardless of how communicated and regardless of the timing, are not a part of this Agreement.
- D) Tender of either the pre-show advance or full payment by Sponsor, without a signed contract, will represent Sponsor's acceptance of this Agreement as written.
- E) Nothing contained in this Agreement will create or be construed as creating a partnership, employment, joint venture or agency relationship between the Parties and no Party shall have the authority to bind the other in any respect.
- F) All of the terms of this Agreement apply to and are binding upon the Parties, and shall inure to the benefit of their successors, assigns, heirs and legal representatives, and all other persons claiming by, through or under them.
- G) The term of this Agreement ("Term") shall begin on the Effective Date and end 3 days after the later of 1) the final Show Date or Rain Date under this Agreement, or 2) any delayed performance date agreed to either orally or in writing by the Parties. The provisions of this Agreement that by their nature extend beyond termination or expiration of this Agreement survive such termination or expiration.
- H) All parties have been advised to seek their own independent counsel concerning the interpretation and legal effect of this Agreement and have either obtained such counsel, or have intentionally refrained from doing so and have knowingly and voluntarily waived such right. Consequently, the normal rule of construction to the effect that any drafting ambiguities are to be resolved against the drafting party will not be employed in the interpretation of this Agreement or any amendments or exhibits.
- I) If either Party fails to enforce any of its rights under any provision of this Agreement or fails to exercise any election provided in this Agreement, it will not be considered to be a waiver of those provisions, rights or elections or in any way affect the validity of this Agreement. The failure of either Party to exercise any of these provisions, rights or elections will not prevent or prejudice such Party from later enforcing or exercising the same or any other provision, right or election which it may have under this Agreement.
- J) If any part of this Agreement is held by a court of competent jurisdiction to be unenforceable, the remainder of this Agreement will remain in full force and effect and will in no way be affected, impaired or invalidated. Pyrotecnico reserves the right to substitute products of equal or greater value.
- K) All notices must be in writing and will must be delivered personally with receipt acknowledged, or sent by certified mail, return receipt requested, or sent by nationally recognized overnight courier for next day delivery, to Pyrotecnico, 299 Wilson Road, New Castle PA 16101.
- L) The Parties agree that in the event of any difference of interpretation, or in the event of any controversy, claim or breach of this Agreement or any amendments, the Parties will immediately make good faith efforts to negotiate a written voluntary resolution of the matter prior to instigating legal proceedings.
- M) This Agreement may be executed by facsimile and PDF and in any number of counterparts, and each of the counterparts will be deemed an original. Sponsor represents by his/her signature that he/she has the authority to enter into this Agreement.

ACCEPTED AND AGREED as of the later of the dates set forth below the signatures below.

PYROTECNICO :

By (sign): \_\_\_\_\_

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

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

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

Address: PO Box 149

New Castle PA 16103

Phone: (724) 652-9555

Email: contracts@pyrotecnico.com

SPONSOR:

By (sign) : \_\_\_\_\_

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

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

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

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

\_\_\_\_\_

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

Email: : \_\_\_\_\_



**CONTACT/INSURANCE INFORMATION FORM**

**You must return this form with your signed contract and Pre-Show Advance for the insurance certificate to be processed.  
If a section is not applicable, please write n/a in that section.**

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

Sponsor Contact Name: \_\_\_\_\_

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

City, State & Zip: \_\_\_\_\_

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

Email: \_\_\_\_\_

Accounts Payable Contact: \_\_\_\_\_

Accounts Payable Email: \_\_\_\_\_

Show Date: \_\_\_\_\_ Show Time: \_\_\_\_\_

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

Day-of-Show Contact Name: \_\_\_\_\_

Day-of-Show Mobile Phone Number: \_\_\_\_\_

Day-of-Show Email: \_\_\_\_\_

Display Site Location and Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

If Pyrotecnico has produced a show at this site, has the geography changed? i.e, new structures, new terrain, etc If yes, please describe:

\_\_\_\_\_

\_\_\_\_\_

Additionally Insured – If Applicable:

\_\_\_\_\_

\_\_\_\_\_

**\*\*PLEASE RETURN THIS COMPLETED FORM TO\*\***

FAX: +1.724.652.1288

**EMAIL: [contracts@pyrotecnico.com](mailto:contracts@pyrotecnico.com)**