



Permit of Entry Application – City of Hillsboro Property and Facility

Completed forms to be emailed to hillsborotenantreq@hillsboro-oregon.gov

Applicant Name
Company
Mailing Address
Email Address
Primary Contact Phone
Preferred Contact Method <input type="checkbox"/> Phone <input type="checkbox"/> Email <input type="checkbox"/> Postal Mail
Project Manager/PIC

Please answer the following questions in details

Location of work/project
Property ID/Tax ID# (if applicable)
Description of work/project
If this part of another work/project?
What equipment will be used? (Description of all equipment)
Safety Plan (Please attach)
Work/project start date
Length of work/project
Do you require on-going access? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please describe frequency and duration
Will this work/project require the full or partial closure of City Streets? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide detailed Traffic Control Plan
Description of clean up and restoration plans

For official Use Only <input type="checkbox"/> Approved Name: Date:
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Public Works Department

Mail: 4415 NE 30th Ave, Hillsboro, Oregon 97124 Phone: 503-681-6400



Insurance Requirements

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| <p>A. Certificate of Insurance showing:</p> <ol style="list-style-type: none"> 1. Workers’ Compensation and Employers’ Liability Insurance 2. Current Commercial General Liability Coverage 3. Automobile Liability Insurance |
| <p>B. The Certificate must have the following:</p> <ol style="list-style-type: none"> 1. All insurance must be primary to and non-contributory. 2. Workers’ Compensation shall comply with ORS 656.017 for all employees who work in the State of Oregon. Unless otherwise exempt, shall provide the City with certification of Workers’ Compensation Insurance, with Employer’s Liability with limits not less than \$1,000,000/\$1,000,000/\$1,000,000. 3. Commercial General Liability Insurance covering bodily injury and property damage for at least \$1,000,000 per occurrence and at least \$2,000,000 aggregate per project. 4. Automobile Liability Insurance including coverage for all owned, hired and non-owned vehicles with combined single limit coverage at least \$1,000,000. 5. In addition, all such insurance except Workers’ Compensation, shall name the City of Hillsboro, its elected and appointed officials, officers, agents, employees and volunteers as <u>Additional Insured</u> by separate endorsement. A copy of the Additional Insured policy endorsement and the certificate of insurance acceptable to the City shall be submitted to the City prior to entry into City’s property. |

Acknowledgment and Indemnification

I hereby acknowledge and understand that filing this application for a permit of entry does not entitle me to begin work described herein until this application is approved. Under penalties of perjury, I hereby affirm that the information contained in this application, and any attachments hereto, is true, complete and accurate. I hereby agree to abide by the laws of the United States, the State of Oregon, and the ordinances of the City of Hillsboro as they relate to the work/project and related activities. I acknowledge that the City of Hillsboro may immediately revoke this permit of entry if I fail to comply with such laws and ordinances or fail to comply with the requirements of this permit, including applicable insurance requirements. I will provide the City written notice within thirty (30) days of any cancellation or material change to such insurance. At my sole cost and expense, I will return and restore all City property disturbed by the project.

I will indemnify, defend, and hold harmless the City and its elected and appointed officials, officers, agents, employees, and volunteers against any and all claims, suits, judgements, actions, damages, losses, costs, expenses whatsoever, including without limitations attorneys’ fees and costs or expenses incidental to the investigation and defense of claims and lawsuits arising from damage of property, injury of death of person, or any other damage sustained by any person, firms or corporation, resulting in whole or in part from any wrongful or negligent act, omission, breach, default or conduct of myself, my company, its agents, contractors, subcontractors, licensees or employees, or in any manner arising from exercising the rights, privileges and franchise granted by this permit of entry. In accepting this permit, I recognize that I, as a permittee, shall pay all judgements, costs, fees (including attorney fees), and expenses, which may be obtained against the City related to any such claim.

Signature

Print Name

Date