



Application for Inflatables and Bounce Houses

Questions call: 910.341.7855

The City of Wilmington developed the following Inflatable Application for the purpose of maximizing the safety and enjoyment for park users. Inflatables include air jumpers, moon bounces and bouncy houses. The Applicant is responsible for observing the following guidelines when arranging for an Inflatable in a City of Wilmington Park.

1. Inflatables are only allowed to be set up in a City of Wilmington Park with an approved application AND a shelter, facility or open space reservation. There is no fee for the application.
2. Applications should be obtained from the facility where your event will take place.
3. Once the applicant has completed the form, they shall submit the form to the respective park or community center staff for approval at least 14 days prior to the event date.
4. **Types of Inflatables Permitted**
 - a. Inflatables are limited to a maximum of 20 ft x 20 ft in size and 20 ft in height.
 - b. Only inflatables owned and operated by an insured commercial company are permitted.
 - c. Only inflatables that can be weighted are permitted.
5. **Not Permitted**
 - a. Personally owned inflatables are not allowed.
 - b. Inflatables that require staking to the ground are not allowed.
 - c. Inflatables containing water, such as water slides, are not allowed.
 - d. Trampolines, reverse bungee trampolines, water apparatus (dunk tanks, slip and slides, inflatable water slides, etc.), mechanical bulls and pony rides, non-kiddie rides, super amusement rides, trackless trains and privately-owned amusement apparatus and/or amusement rides both mechanical and non-mechanical are not allowed.
 - e. Inflatable sumo wrestling suits are not allowed.
6. **Approved Park Locations** These locations have been approved for inflatables. Inflatables may not be allowed in all the areas of the park.

Park Site	Contact
Maides Park 1101 Manly Ave. Wilmington, NC 28405	Yosha Martinez 910.341.0056 Yosha.Martinez@wilmingtonnc.gov
Robert Strange Park (MLK Community Center) 401 S. 8 th Street Wilmington, NC 28402	Mary Jones 910.341.7866 mary.jones@wilmingtonnc.gov
Portia Mills Hines Park 410 N. 10 th Street Wilmington, NC	Yosha Martinez or Fiona Costello 910.341.0056 or 910-341-7855 Yosha.Martinez@wilmingtonnc.gov Fiona.Costello@wilmingtonnc.gov

A reservation for a shelter, facility, or open space must be made BEFORE an inflatable is allowed. For special events the applicant must follow the process for [Special Events & Permits | City of Wilmington, NC \(wilmingtonnc.gov\)](#). Page 1 of 3



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7. Vendor Requirements

- a. All inflatables to be used on City property must be installed and operated by an inflatable rental company that meets the following minimum requirements:
 - i. Proof of current insurance on file with the City of Wilmington
 - ii. Provide the City with its insurer's certificate that a policy of Comprehensive General Liability insurance providing minimum liability coverage with respect to the hold harmless and indemnification undertaking is and will continue to be in effect during the period of such permitted use with minimum limits of at least \$500,000 for bodily injury per person; \$1 million for bodily injury for aggregate liability; and \$500,000 for property damage for each occurrence, and the City of Wilmington named as an "additional insured" certificate holder.

8. Generator Information

- a. Inflatable must be operated with a gas/diesel generator, be ground-fault protected, and preferably a low-noise generator.
- b. City of Wilmington will not provide generators or electricity to power an inflatable.
- c. For safety purposes, generators are to be set up 30 feet away from the inflatable.

9. Inflatable Installation Requirements

- a. Vendor responsible for following manufacturers' guidelines with regard to installation and safe operation of all Inflatables.
- b. Inflatables must be secured to prevent lifting, rolling, etc. in case of high winds.
- c. Inflatables may not be staked in the ground (they must be anchored by weights).
- d. Inflatables may not be secured to trees, benches, shelters or other park equipment or amenities.
- e. Inflatables must be set up on a flat surface and not infringe on the regular use of the park, they may not be located on sports fields, within play areas or tot lots, or block access to picnic areas, pathways or play areas.
- f. Inflatables may not be set up inside of a facility.
- g. Inflatables are not to be placed on concrete or hard surfaces and must be at least 8 feet away from any object or structure that might hurt an occupant who falls out (concrete walkways, poles, utilities, overhead powerlines, or other protruding objects.)
- h. Inflatables may not be set-up the night prior to the rental or left overnight at the site – Setup time and tear down time must be specifically listed on the permit and be within the rental times.
- i. Vendors may not be able to drive to the approved inflatable location. Inflatables may have to be walked to the location.



10. Applicants Responsibility to Ensure Vendors Role

- a. The Applicant is responsible for ensuring their inflatable vendor submits the proper Certificate of Liability Insurance COI (required) to Parks and Recreation facility staff. An emailed copy of the COI is acceptable and must be followed by an original through postal mail.
- b. Vendor shall adhere to items listed above for set-up procedures.
- c. Vendor shall adhere to all Park Rules and Regulations.
- d. Vendor makes the final call on safety concerns related to inclement weather caused by rain, wind, or excessive heat as detailed in the Vendor Safety Requirements.

11. Damages

- a. Applicant is responsible for any damage to park property incurred due to inflatable use, including damage to park amenities, turf and/or irrigation system.

12. Cancellations

- a. Applicant shall notify staff of cancellation within 48 hours of the event.

13. Park Rules and Regulations

- a. Applicant shall be responsible for adhering to all park rules and regulations as posted at each site.
- b. Failure to comply with the guidelines set for in this document will result in denial of the application request and/or notice will be given to remove the inflatable(s) immediately at the Applicants expense.

Applicant Name	Phone Number
Park Site & Specific Location	Type of Event
Date of Event	Estimated Attendance
Set Up Time	Tear Down Time
Name of Inflatable Vendor	Number of inflatables?

I have received a copy of this document and will adhere to and comply with all requirements herein:

Signature of Permittee _____

Printed Name _____

Date _____