



## SPECIAL EVENT PERMIT APPLICATION

(ATTACH SUPPORTING MATERIAL FROM CHECKLIST)

<b>APPLICANT – ORGANIZATION NAME/ADDRESS/PHONE #:</b>		
<b>TYPE OF ORGANIZATION:</b>	<b>NAME OF AND TYPE OF EVENT:</b>	
<b>REQUESTED DATE OF EVENT:</b>	<b>LOCATION OF EVENT:</b>	
<b>PRIMARY EVENT CONTACT NAME:</b>	<b>ADDRESS/TELEPHONE:</b>	<b>E-MAIL:</b>
<b>DESCRIBE EVENT: (HOURS OF EVENT, ACTIVITIES, EXPECTED ATTENDANCE/AUDIENCE, ENTERTAINMENT, ETC.)</b>		
<b>SERVICES NEEDED/REQUIRED: (CHECK ALL THAT APPLY)</b>		
<input type="checkbox"/> CITY PROVIDED SECURITY <input type="checkbox"/> OTHER SECURITY PROVIDED (NAME) _____ <input type="checkbox"/> LANE/ROAD CLOSURES <input type="checkbox"/> RESTROOMS _____ _____		
<b>WILL MOBILE FOOD VENDING BE OFFERED? <input type="checkbox"/> YES <input type="checkbox"/> NO / WILL ALCOHOL BE SERVED/SOLD? <input type="checkbox"/> YES <input type="checkbox"/> NO</b>		
<b>WILL THE EVENT ADVERSELY IMPACT OR AFFECT ADJACENT OR NEARBY RESIDENTS?</b> <input type="checkbox"/> NO <input type="checkbox"/> YES (IF SO, EXPLAIN) _____		

<b>SUBMITTAL VERIFICATION/INSPECTION AUTHORIZATION:</b> That I, as the applicant, do hereby execute this document, acknowledge the above statements to be true and accurate to the best of knowledge. I agree to hold harmless the City, its officers, agents and employees against all claims, suits, demands, judgements, expenses, including attorney's fees, or other liability for personal injury, death or damage to any person or property which arises from or is in any manner caused by permitted activities.  I further understand that the City may impose reasonable restrictions and conditions of the granting of a permit dependent upon the type and nature of the proposed activity and impacts on the community. I have received, read and understand the terms and conditions of this request, and agree to compliance with all applicable policies, codes and ordinances of the City.	
<b>APPLICANT SIGNATURE</b>	<b>DATE</b>

**(FOR CITY USE ONLY)**

<b>PERMIT NUMBER:</b>
<b>AMOUNT RECEIVED:</b>
<b>NOTES:</b>