

STREET USE PERMIT APPLICATION



CONTACT INFORMATION		
Name of Event:		
Event Organizer / Sponsor:		
Organization / Sponsor Address:		
Organization / Sponsor website:		
<u>Day-of contact info</u> :		
Primary Contact:	Email:	
Work Phone:		
Secondary Contact:	Email:	
Work Phone:		
EVENT INFORMATION		
Annual Event?	Public Amplification?	☐ Yes ☐ No
Vending? ☐ Yes ☐ No	Selling or serving beer/wine?	☐ Yes ☐ No
Will sponsor apply for temporary class B license to serve or se	ell beer/wine for this event?	☐ Yes ☐ No
If the class B is denied, will the event(s) occur?		☐ Yes ☐ No
OCCURRENCE:	TYPE OF EVENT (select all that ap	pply):
One-Day Event	☐ Run/Walk	
Multi-Day Event (consecutive days)	Music/Concert	
Recurring Event (weekly, monthly)	☐ Festival	
	☐ Rally ☐ Other:	
EVENT SCHEDULE (see page 2 for detailed schedule form)		
, , ,	Time(a):	
Set Up - Date(s):Street Closure - Date(s):	Time(s): Time(s):	
Event Start - Date(s):	Time(s):	
Event End - Date(s):	Time(s):	
Street Reopen - Date(s):	Time(s): _ Time(s):	
	IIIIe(s)	
LOCATION INFORMATION (Select all that apply)	List street name(s), block number(s), ar	nd/or meter number(s)
Requesting sidewalk space		
Requesting parking stalls (meter or on-street)		
Requesting closure of a parking lane		
Requesting closure of a traffic lane		_
Requesting full street closure		
_ , ,		
APPLICATION SIGNATURE: BY SIGNING THIS APPLICATION		
AGREES TO INDEMNIFY, DEFEND, AND HOLD THE CITY AN HARMLESS AGAINST ALL CLAIMS, LIABILITY, LOSS, DAMAG		
OF ANY INJURY TO OR DEATH OF ANY PERSON OR ANY DA		
THE ACTIVITIES FOR WHICH THE PERMIT IS GRANTED.		
Applicant Signature:	Date:	
By initialing, I/we waive the 21-day decisi	on requirement.	



ESTIMATED ATTENDANCE

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ATTENDANCE AND SCHEDULE FORM

Estimated average daily attendance for event: _____ Estimated total attendance for event: _____

DAILY ATTENDANCE INFO):	
Date: E	stimated attendance (total):	Peak time / attendance: Peak time / attendance: Peak time / attendance:
Date: E	stimated attendance (total):	Peak time / attendance:
Date: E	stimated attendance (total):	Peak time / attendance:
Date: E	stimated attendance (total):	Peak time / attendance:
 SETUP DATE(S)/TIMES STREET CLOSURE(S) PARKING METER/STAI OTHER SCHEDULE DE run/walk start & end time etc. EVENT DATE(S)/TIMES CLEANUP DATE(S)/TIMES public space. 	 provide detailed timing for when the LL(S) – provide detailed timing for whe TAILS SHOULD INCLUDE – vendor es (last runner), parade/march start times for when the MES – provide date(s)/times for when the MES – provide date(s) and time(s) for TTACHMENT IF YOU NEED MORE 	en setup will begin in the public space. e street(s) will be closed & re-opened. en the parking request(s) will begin and end. setup/take down, concert setup/set times/take down, me, specific advertised activities that will draw a crowd, e event is open and closed to the public, each day. cleanup, indicate when everything will be out of the
	,	ACH DAY (SETUP, EVENT AND TAKE-DOWN)
DATE/TIME	*INCLUDE AS MUCH DETA	
	INCLUDE AS MUCH DETA	IL AS POSSIBLE FOR YOUR EVENT SCHEDULE*
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