

City of Eldora Special Events Permit Application Form

Name of Event/Activity _____

Location of Event/Activity _____

Name of Organization/Sponsor _____

Contact Person _____

Address _____

Telephone _____

Purpose of Event _____

Dates & Hours of Actual Event _____

Specific Location of Event/Site Plan (Map must be attached to process application) _____

List any streets which may be closed, including specific dates and times and Dates and Time of Re-opening _____

Projected number of persons attending the Event (Include basis for projection)

Will any temporary structures be built? If yes, describe in detail and include location _____

Will any signs or pennants be hung? If yes, describe in detail and include location _____

Will there be any entertainment or music? Describe performance, times and place _____

Will additional utility services be used such as power and water beyond that which is available? Describe in detail specific utilities and locations; any additional utilities must be provided by the applicant _____

Is a parade planned in connection with the event? State details, time, and anticipated crowd and attach a map of the parade route _____

Are any street peddlers or vendors being planned? Describe in detail _____

Are food sales planned? Describe in detail.

Do you plan to provide for Police/Security? If yes, explain how _____

Do you plan to provide for Fire and/or Medical services? If yes, explain how

Will there be adequate parking? Describe parking areas _____

Will existing restroom facilities be adequate? Describe plans to augment the available sanitary facilities if necessary _____

Do you plan to sell any Beer or Wine for public consumption? List the beverages and vendors, together with the locations and times of sale. List any liquor license presently held _____

Proposed controls for sale of alcoholic beverages where minors may be present

How do you plan to publicize the event? Attach any flyers or brochures used

Do you plan a fireworks display? Specify date, time, and location and vendor. The fireworks will be set off between 4pm and 10pm.
