



# OUTSIDE EVENT PERMIT

Applicant's Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

Applicant's Phone Number: \_\_\_\_\_ Date of Event: \_\_\_\_\_

Organization/Type of Event: \_\_\_\_\_

Street Closure Needed? Yes  No  If yes, where: \_\_\_\_\_

Location of Event: \_\_\_\_\_

Music: Yes  No  If Yes: Sound System  Band

Will Alcohol be Served, Sold or Possessed? Yes  No  Number of People Attending: \_\_\_\_\_

Duration (time of event/music): \_\_\_\_\_ A.M.  P.M.  TO \_\_\_\_\_ A.M.  P.M.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Property Owner of Event Location: \_\_\_\_\_

Signature of Property Owner: \_\_\_\_\_

\*\* Attach a detailed description of the event and any flyers/invitations associated with the event and permission from the property own (if different than applicant) Ordinance #5371 adopted 3/26/01. (Permit revised 5/6/09; 1/10/14; 2/22/18)

### Office Use:

Business License:	_____ Yes	_____ No	_____ N/A
Property Owners Real Estate Taxes Paid:	_____ Yes	_____ No	_____ N/A
Property Owners Personal Property Taxes Paid:	_____ Yes	_____ No	_____ N/A
Applicants Personal Property Taxes paid:	_____ Yes	_____ No	_____ N/A
Applicants Real Estate Taxes paid:	_____ Yes	_____ No	_____ N/A

Business License/Taxes Checked By: \_\_\_\_\_

Zoning of Property: \_\_\_\_\_ Zoning Checked By: \_\_\_\_\_

Public Works Director (if applicable) \_\_\_\_\_ N/A

Liquor License Checked By (if applicable): \_\_\_\_\_ Approved  Denied  N/A

DPS Check for Warrants, Noise Citations, Etc.: \_\_\_\_\_

DPS Checked By: \_\_\_\_\_ Approved  Denied

DPS Approved, as amended (if applicable) \_\_\_\_\_

City Manager Signature: \_\_\_\_\_

Permit: Approved  Denied  Date: \_\_\_\_\_

**cc: Director of Public Safety • Administration • Police Captain • Dispatch • Fire Captain • Public Works • Parks**