



PUBLIC EVENT REQUEST FORM

Application Date: _____

Organization: _____

Type of Organization: Profit Not-for-Profit

Contact Name: _____

Address: _____

Phone Number: _____

Date of Event: _____

Type of Event: _____

Location of Event: _____

Start and End Times: _____ to: _____

Will you be providing the following:

Alcoholic Beverage Sales Yes No

If Yes, type of beverages: _____

If Yes, complete attached : Liquor License application for one day Class F License - \$25.00
(A State Liquor License is also required for the event, with a copy to the City prior to event date)

Entertainment Yes No

If Yes, type of entertainment _____

If Yes, complete attached: Entertainment Permit application - \$5.00 Fee

Food Sales Yes No

Raffle Yes No

If Yes, complete attached: Raffle Permit application - \$5.00 Fee

(A Certificate of Liability Insurance will be required prior to the event)

Mayor

Chief of Police

Date
Approved: Denied:

Date
Approved: Denied: