



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:



PUBLIC EVENT REQUIREMENTS

Date of Event: _____

Organization: _____

Your request to host a Public Event on Saturday, July 25, 2015 at Chamberlain Park, 400 E Second Street, Genoa, IL has been approved by the City under the conditions that the activities remain in conformance with City ordinances and the following requirements:

- The Beer Garden will be open no earlier than XX:XX p.m. on Saturday, July 25, 2015 and must be vacated by all non-working personnel by 10:00 p.m.
- Any Band, DJ, Radio, music and /or noise shall not begin before xx:xx p.m. and end by 10:00 p.m. and shall not exceed the noise level designated by the Genoa Police Department.
- The Beer Garden will be fenced off with one point of entry and exit.
- All servers of alcoholic beverages will be Bassett Certified
- The Genoa Police officers and/or Auxiliary Police officers will be allowed on premises during the hours of operation if deemed necessary under the sole discretion of the Chief of Police or his designee.
- Police will respond to any noise complaints and will be reasonable in the enforcement of our noise ordinance with respect to this event by asking that they quiet down. We will first seek voluntary compliance, but retain the right to shut down the establishment if things get out-of-hand.
- Nothing in this agreement can or should supercede County, State or Federal requirements and/or regulations.

As long as you concur and follow the aforementioned requirements, I hereby grant you authority to hold said Public Event.

Mayor Mark Vicary

Date

C Chief Lynch
City Council Members