

Application Checklist - Did you remember:

- Completed Application with Signatures
 - Owner's Affidavit(s) (if applicable)
 - Rendering of Sign(s) to be placed (if applicable)
 - Site Map including the following details where applicable:
 - Police and fire protection plan.
 - Food and water supply facilities.
 - Health and sanitation facilities (portable toilets, hand washing stations, etc.).
 - Medical facilities and services, including emergency vehicles and equipment.
 - Vehicle access, parking facilities, and traffic control measures both on and off site.
 - Off-site camping and trailer facilities.
 - Communications facilities.
 - Illumination facilities.
 - Sound Systems, Noise control and abatement.
 - Facilities for clean-up and waste disposal.
 - Sign location
- Certificate of Insurance
 - Vendor Information (if applicable)
 - \$100 Application fee
(waived if event is sponsored by valid, non-profit organization)

Event Title Application Checklist:

- Completed Application with Signatures
 - Owner's Affidavit(s) (if applicable)
 - Rendering of Sign(s) to be placed (if applicable)
 - Site Map including the following details where applicable:
 - Police and fire protection plan.
 - Food and water supply facilities.
 - Health and sanitation facilities (portable toilets, hand washing stations, etc.).
 - Medical facilities or services, including emergency vehicles and equipment.
 - Vehicle access, parking facilities, and traffic control measures both on and off site.
 - Communications facilities.
 - Illumination facilities.
 - Sound Systems, Noise control and abatement.
 - Facilities for clean-up and waste disposal.
 - Sign locations
- Certificate of Insurance
 - Vendor Information (if applicable)
 - \$100 Application fee
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