

**CITY OF FOSTORIA
ALL EVENTS PERMIT APPLICATION**

<i>Please indicate the type of permit requested.</i>	<input type="checkbox"/> General Event Permit <input type="checkbox"/> Parade Permit
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<i>Applicant Name</i>	<i>Host Organization</i>	<i>Application Date</i>

<i>Event Name</i>	<i>Event Description</i>

<i>Address</i> <i>City, State Zip</i>	<i>Phone Number</i>	<i>Website/Email</i>

<i>Event Date(s) and Time(s)</i>	<i>Event Location</i>

<i>Event Contact(s)</i>	<i>Name</i>	<i>Phone</i>	<i>Email</i>
	(1)		
	(2)		

<i>Category</i>	<input type="checkbox"/> athletic/recreation	<input type="checkbox"/>	concert/performance/dance
	<input type="checkbox"/> exhibits/museum	<input type="checkbox"/>	farmer/outdoor market
	<input type="checkbox"/> festival/carnival	<input type="checkbox"/>	special/miscellaneous/other
	<input type="checkbox"/> parade/procession/march		

<i>Set up date & time</i>	<i>Tear down date & time</i>	<i>Is this an annual event?</i>	<i>Number of years event held</i>

<i>Alcohol provided/permited at event</i>	<input type="checkbox"/> beer and/or wine
<input type="checkbox"/> not applicable	<input type="checkbox"/> beer, wine & distilled spirits

<i>Event security provided by</i>	<i>Phone number</i>

<i>City of Fostoria personnel requested</i>			
<input type="checkbox"/>	Fire Division	<input type="checkbox"/>	Parks Department
<input type="checkbox"/>	Police Division	<input type="checkbox"/>	Street Department

Please indicate reason for involvement:

<i>Material or Equipment rental needed for event? (\$250 refundable deposit required)</i>			
<input type="checkbox"/>	barricades/ barricade lights	<input type="checkbox"/>	trash receptacles
<input type="checkbox"/>	road cones/orange barrels	<input type="checkbox"/>	picnic tables
<input type="checkbox"/>	bleachers	<input type="checkbox"/>	other (specify)

The permit holder assumes liability for all lost, stolen or damaged City property and understands that the city of Fostoria requires security on hand for the entire duration of the event. Further the event holder agrees to hold the city harmless for any and all claims related to all aspects of said event.

Applicant Signature _____

[FOR ADMINISTRATIVE USE ONLY]

Personnel Cost Estimate				Material/Equipment Cost Estimate	
No. of Emp.	Department	Rate/Hour	Total Cost	No.	Material/Equipment Description
	Fire				Barricades
	Police				Barricade lights
	Street				Road cones
	Parks				Orange barrels
	Other				Trash barrels
Other Documentation					Picnic tables
Attached / Not Applicable	Certificate of Liability Insurance				Fire Department apparatus
Attached / Not Applicable	Liquor Permit				Fire Department truck(s)
Attached / Not Applicable	Health Department Inspection				Police Department vehicle(s)
Attached / Not Applicable	Fire Department Inspection				Public Works Department vehicle(s)
	Other				Other

AUTHORIZATIONS

Eric Keckler, Mayor	Date
Joshua Clark, Safety Service Director	Date
Supervisor of applicable City Department	Date
Supervisor of applicable City Department	Date

