

**CITY OF FOSTORIA
ALL EVENTS PERMIT APPLICATION**

Please indicate the type of permit requested.		<input type="checkbox"/> General Event Permit	
		<input type="checkbox"/> Parade Permit	
Applicant Name		Host Organization	Application Date
Event Name		Event Description	
Address City, State Zip		Phone Number	Website/Email
Event Date(s) and Time(s)		Event Location	
Event Contact(s) Name		Phone	Email
(1)			
(2)			
Category	<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		
Set up date & time	Tear down date & time	Is this an annual event?	Number of years event held
Alcohol provided/permittted at event		<input type="checkbox"/> beer and/or wine	
<input type="checkbox"/> not applicable		<input type="checkbox"/> beer, wine & distilled spirits	
Event security provided by		Phone number	
City of Fostoria personnel requested			
<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:			
Material or Equipment rental needed for event? (\$250 refundable deposit required)			
<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.			
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

Include Drawing of Event site with indications for street closings.