



# Special Event Permit Application

Please complete each section, additional sheets may be used if necessary.

Name of Applicant:

Mailing Address of Applicant:

Contact Name:  Contact Phone Number:

Contact Email:

Type of Special Event (i.e. fundraiser, concert):

Address of Special Event:

Do you have written permission to use the premises?  Yes  No

List the exact dates and times of the event:

Number of expected attendees:

Describe the premises where the event will take place: (Attach site plan)

What type of security will be provided?

Number of security personnel:  How will they be identified?

If the event is being held outdoors, how will the exterior boundaries of the premises be marked? (i.e. fencing, ropes, barriers).

What type of entertainment will be provided at the event?

**How** and **where** will attendees 21 years of age and older be identified (i.e at the event entrance, at the alcohol service areas)? How will attendees under the age of 21 be identified (i.e. wristbands)?

How will the conduct of attendees be monitored and by whom?

Have alcohol servers been trained in the sale/service of alcoholic beverages? If yes, please list type of training. (Servers are required to have attended an alcohol server training program prior to the event).

What type of beverages, food and snacks will be available at the event?

Applicant Email Address

Applicant Physical Address

Applicant Phone Number

**I hereby certify, under penalty of perjury, that the information provided to the Town of Fraser contained in this application is true and accurate to the best of my knowledge.**

Applicant Signature

Date

**DO NOT WRITE BELOW THIS LINE**

Planning Dept. Signature:

Date:

Conditions:

Public Works Dept. Signature:

Date:

Conditions:

Police Dept. Signature:

Date:

Conditions:

Fire Dept. Signature:

Date:

Conditions:

Final Approval Signature:

Date:

Conditions: