

# Outdoor Event Permit Approval Form

The **outdoor event permit approval form** sample template facilitates streamlined authorization for organizing public gatherings in open spaces. It ensures compliance with local regulations and safety standards by collecting essential event details. Utilizing this form helps event planners secure timely approvals and conduct successful outdoor events.

Event Name:

Organizer Name/Business:

Contact Person:

Email:

Phone:

Event Location/Address:

Event Date:

Event Time:

to

Event Description & Activities:

Expected Attendance:

Will food/beverages be served?

☐ Yes ☐ No

Will there be:

☐ Live Music ☐ Amplified Sound ☐ Merchandise Vendors ☐ Alcohol Served ☐ Other

**Describe Security/Safety Measures:**

**Attach Proof of Insurance:**  No file selected

**Special Requests/Additional Notes:**

☐ I confirm the information provided is accurate and I agree to comply with all relevant regulations.