

Special Use Permit Request Form

The **Special Use Permit Request Form** sample is designed to streamline the application process for community events. This form ensures all necessary information is provided for event approval, enhancing organization and compliance. Use this template to efficiently request permissions for your local gatherings.

Event Information

Event Name:

Event Description:

Briefly describe the event and its purpose.

Event Date:

Start Time:

End Time:

Location / Venue:

Estimated Attendance:

Contact Information

Organization/Group Name:

Contact Person:

Contact Email:

Contact Phone:

Permit Requirements & Additional Information

- ☐ Public Safety Plan included
- ☐ Certificate of Insurance attached

☐ **Site Plan attached**

☐ **Portable Restrooms Arranged**

Additional Information or Requests:

List any special needs, requests, or notes.

Submit Permit Request