



# All Events Permit Application

Event date[s]: \_\_\_\_\_ Beginning/Ending times: \_\_\_\_\_

Event name: \_\_\_\_\_ Sponsor Group: \_\_\_\_\_

Contact person[s]: \_\_\_\_\_  
[Printed name] [Signature]

Contact phone #: \_\_\_\_\_ E-mail: \_\_\_\_\_

Event type [please describe]: \_\_\_\_\_

Event location: \_\_\_\_\_

Liquor:  Served  Sold  Not applicable to this event

**Permit type requested:**

Oversized load travel permit [travel route]: \_\_\_\_\_

Parade [route]: \_\_\_\_\_

Parking restrictions [location]: \_\_\_\_\_

Stationary event [list location]: \_\_\_\_\_

Street closure [list street(s)]: \_\_\_\_\_

**City of Findlay Involvement Requested**

**Personnel**

- Fire Department
- Police Department
- Public Works Department
- Other City Personnel [specify Department]:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Material/Equipment**

- Barricades
- Barricade lights
- Parking Cones
- Other City equipment [specify]:  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ The permit holder assumes all liability for replacement cost of lost or stolen City property. (initial on line)

Other requests/unusual circumstances: \_\_\_\_\_

Certificate of Liability Insurance attached:  Yes  No  Pending  Not applicable

Liquor permit attached:  Yes  No  Pending  Not applicable

Health Department Inspection request:  Yes  No  Pending  Not applicable

Fire Department Inspection request:  Yes  No  Pending  Not applicable

**Notice to applicants:**

*Pursuant to Section 711.08 of the Codified Ordinances of the City of Findlay.*

Placement of all signs, regardless of size or design, shall be prohibited on all City-owned property, including street rights-of-way and thoroughfares within the City. This prohibition includes light poles, telephone poles, and the like. The City of Findlay's Administration and employees are not responsible for any lost or stolen property or damage to City property during approved permit days/hours.

**The City of Findlay reserves the right to cancel use of public right-of-way and/or facilities.**

**FOR CITY USE ONLY**

Special Conditions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**APPROVAL:**

\_\_\_\_\_  
Christina Muryn, Mayor

\_\_\_\_\_  
Paul Schmelzer, Safety Director

\_\_\_\_\_  
Brian Thomas, Service Director

Date: \_\_\_\_\_

**RETURN COMPLETED EVENT PERMIT TO: Kathy Launder by Email: [klauder@findlayohio.com](mailto:klauder@findlayohio.com) or Fax: 419-424-7245 or for questions call 419-424-7137.**