



CITY OF GIBSON | 101 E 8TH STREET, PO BOX 545, GIBSON CITY, IL 60936
PHONE 217-784-5872

SPECIAL EVENTS REQUEST

Must be submitted no less than two weeks prior to event.

Specific Location _____

Type of Event _____

Applicant's Name _____ Email _____

Address _____

Phone Number of Person in Charge _____

Date of Event _____

Estimated Attendance _____

Requested Barricades# _____ Traffic Cones# _____ Picnic Tables# _____

Please provide map on reverse side of form showing plans.

Is this a registered not-for-profit event? _____

RULES: Event organizers are responsible for the transportation of picnic tables to and from event. Tables will be assigned by number. Your event must provide your own extra trash containers if needed. All trash must be in containers and picnic tables must be cleaned after the event. The Superintendent reserves the right to assess a fee for any damages / unclean property or trash pick-up required of city crew.

Applications will be review by the Superintendent, then forwarded to the Mayor for final approval.

A signed copy will be mailed/returned to you. The signed event form must be on hand/displayed during your event.

<p>OFFICE USE ONLY:</p> <p>Tables Assigned:</p> <p>Date Assigned:</p> <p>Date Returned:</p>

Approved:

Mayor