

CITY OF LESLIE
APPLICATION FOR PERMIT TO HOLD A SPECIAL ACTIVITY

NOTE: A \$25.00 non-refundable application fee must accompany each request for a permit to hold a special activity on city-owned property. This application should be submitted forty-five (45) days prior to the date of the event, in order to allow adequate time to review the request.

Name of Individual Submitting Application: _____

Name of Organization: _____

This organization is a: Non-profit entity For-profit entity

Mailing Address: _____

Contact Number: _____

Date of Event: _____ Time: _____

Exact Location of Event: _____

Type of Activity, Program or Event (provide details): _____

Do you need a street closed? Yes No If so, give hours to be closed: _____

If this event will affect neighbors at the location, have you discussed plans with adjoining property owners? Yes No

You may be asked to sign a Release of Liability Form for the use of real property owned by the City. This agreement will hold the City harmless from any damages, loss, or injury that occurs in relation to this event.

Applicant's Signature: _____ Date: _____

Application Received By: _____ Date: _____

Application Fee Paid: Amount \$ _____

Approved: Yes No

Approved By: _____ Date: _____