

VILLAGE OF CHANNAHON OPEN AIR EVENT APPLICATION



Submit to the Police Department two (2) weeks prior to event

Date of application: _____

Date of event & location: _____

Start and end time: _____

Type of event: Block Party Walk-a-thon
 Parade Other _____

Organization Name: _____

Complete Address: _____

Phone: _____

Name of Person(s) in charge of event/Must be available during hours of event.

Name: _____

Complete Address: _____

Phone: _____ Cell: _____

Entertainment? Yes No If yes what type? _____

Will liquor be at the event? Yes No

Will liquor be sold at event? (Catered) Yes No
If yes, 1-day liquor license is required. (See attached application)

Approximate number of persons expected: _____

Event will occupy all / part of the width of street or sidewalk

Area to be blocked off: _____

Time street will be closed: _____

Barricades needed Yes No

If barricades are needed, (only if street is closed) they will be dropped off by Village Public Works personnel at the location during normal working hours (Monday – Friday 7:30 a.m.- 3:30 p.m.). Village personnel will return to pick up barricades also during normal working hours.

PARKING

It is the responsibility of the applicant to obtain permission from any public and/or private property owner to use their facility for parking.

Location of parking with permission by Owner/Manager (signature)

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VENDORS

Will there be any vendor booths? (i.e. souvenirs, food, drinks) Yes No

If yes, applicant is responsible for a vendor license if not using a licensed Channahon Business. Fee for license is \$20.

Vendor Name: _____

Complete Address: _____

Phone: _____

What items will be sold? _____

If food will be sold Vendor must submit, to the Village, County Health Department permit to operate.

***CHANNAHON ORDINANCE**

§ 13.5/800-5 LOUD OR UNNECESSARY NOISES.

(A) It shall be unlawful for any person to make, continue or cause to be made or continued any loud, unnecessary or unusual noises or any noise which knowingly disturbs, injures or endangers the comfort, repose, health, peace or safety of others.

*The applicant agrees to hold the Village of Channahon its officials and employees harmless of any claim or injury arising out of the use of any public street, sidewalk or other facility in conjunction with the terms and conditions of this permit.

Applicant's Signature

 Village Administrator

Fire Chief

Public Works