

**SPECIAL EVENT PERMIT APPLICATION**

**CITY OF DEEPHAVEN  
20225 COTTAGEWOOD ROAD  
DEEPHAVEN, MN 55331  
952-474-4755**

Name of Sponsoring Entity: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Type and Description of the Special Event: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date and Time of the Special Event: \_\_\_\_\_

List of all Activities at the Special Event: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Proposed Location of the Special Event, please attach a map of the proposed area to be used which shows any barricades, street route plans or perimeter/security fencing.

Estimated number of special event staff, participants and spectators:

Staff: \_\_\_\_\_ Participants: \_\_\_\_\_ Spectators: \_\_\_\_\_

Any public health plans, including supplying water to the site, garbage collection, and provision of toilet facilities:

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Any fire prevention and emergency medical service plans:

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Any security plans:

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The admission fee, donation or other consideration to be charged or requested for admission to the special event, if applicable:

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Will food or alcohol be served or sold at the special event:

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Collect and submit with the application a list of signatures from all properties whose vehicular access to their properties will be affected in excess of one hour consenting to the street closure. This requirement has been waived by Staff due to the extent of the street closure.

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Applicant's Signature

Date

**SPECIAL EVENT PERMIT APPLICATION FOR**

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**The Deephaven Police Chief has reviewed the application and makes the following recommendation to the City Council:**

**Approval:** \_\_\_\_\_

**Denial:** \_\_\_\_\_

**With the following conditions or reasons, if any:**

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**The Deephaven City Council has reviewed the application and the recommendations of the Police Chief and hereby:**

\_\_\_\_\_ **Approve the Special Event Permit Application**

\_\_\_\_\_ **Deny the Special Event Permit Application**

**The following conditions are attached to the approval of the Special Event Permit Application:**

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**Approved this \_\_\_\_ day of \_\_\_\_\_, 2015 by the Deephaven City Council.**

**Attest:** \_\_\_\_\_  
**City Clerk Administrator**