



CITY OF LINCOLN
SPECIAL USE APPLICATION & PERMIT

Submission of this application does not constitute approval. If approved by Council this document must be available for inspection at all times during the event. Deadline for submission of application is the first and third Monday prior to the next Council meeting.

Requested by: _____ Date: _____

Contact Person (if different from above): _____

Address: _____ Phone: _____

Location: _____

Date/Day: _____ Time: _____

Type of Event (walk, run, parade, etc.): _____

Diagram of route must be provided, if applicable.

City Services Requested (check all that apply)

- Police Traffic Control Road Closures
- Fire Dept. Paramedics Other _____

Event Insurance:

I have I do not have special event insurance for this event. (Provide certificate with application)

I am the point of contact and the person overall responsible for this event. I agree the City of Lincoln and its employees shall not be held responsible for personal injuries or damage, nor theft of property. I understand that if an area or facility is not properly cleaned after use I will incur and be billed for extra clean-up and repair.

Date

Signature

OFFICIAL USE ONLY

Approved by City Council Denied by City Council – Reason: _____

Date

City Clerk

This form has been distributed to the following departments by: _____

- Police Fire & Rescue Street Parks & Recreation Public Relations