



SPECIAL EVENT SUPPLEMENT

(Include Acord application)

Applicant's Name: _____ Location Address: _____
Mailing Address: _____

Description of event (attach any flyers, brochures, etc.):

Maximum daily attendance: _____ Total attendance: _____ Sales: \$ _____
Length of event: _____ Estimated age group of audience: From _____ to _____
Number of Participants: _____

Do participants sign waiver of liability agreements? Yes No

Applicants experience in conducting events of this similar nature:

Has this event been held before? Yes No If yes, how many years? _____

Rides: Will rides be provided? Yes No

If yes, type of rides: _____

Do rides have signs clearly marking age, height, and size limitations? Yes No

Entertainment: Will live entertainment be provided? Yes No

If yes, please describe: _____

If a concert, type of music: Classical Jazz Rap Blue Grass Gospel
 Country/Western R & B Alternative Hard Rock Gothic
 Heavy Metal Hip hop Other: _____

If fireworks are planned, is pyrotechnician licensed and insured? Yes No

Does applicant obtain a certificate naming him as an additional insured? Yes No

Distance between fireworks staging area and audience? _____

Spectators allowed in fireworks staging area? Yes No

Security: (indicate type and number of each)

Independent security company _____ Off-duty police _____ Employed security _____

Chaperons _____

Is there a written emergency plan in the event of an accident? Yes No

Does independent security company provide a certificate of insurance? Yes No

Stadiums: Are bleachers or platforms to be used? Yes No

If yes, type: Portable Permanent Back and side railings provided? Yes No

Construction: Wood Steel Concrete Height in feet: _____

Age of bleachers or platform: _____

Are patrons protected from and warned against potential flying objects? Yes No

Are patrons allowed on the field, track, or pit area? Yes No

Is public address system clearly audible in all parts of the facility? Yes No

Is there a backup electrical supply for lighting and the public address system? Yes No

