

CITY OF DICKINSON
Dickinson, ND 58601
(701) 456-7744

APPLICATION FOR A NON-ALCOHOL SPECIAL EVENT

Application Submission Directions: Standard application fee for applications received 10 business days prior to event is \$50. Applications submitted less than 10 business days prior to the event will be assessed an additional \$100 expedite fee. No applications will be accepted or considered if submitted less than 3 days prior to the event.

Organization Name: _____

Applicant's Name: _____ Email: _____

Address: _____ Phone #: _____

Date of Event: _____ Start Time: _____ End Time: _____

Number of participants (Approx.): _____

Number of staff members and/or bona fide security dedicated to event security: _____

Number of volunteers (for traffic/parking control): _____

Live music? () *Yes () No *Band name: _____

Is there a dining area (food vendors/concessions)? () Yes () No

Purpose, Occasion or Event (please explain event in full detail): _____

Event: Specify street(s) and/or location of closing (**please enclose map**):

Parade/Walk/Run Route: (Start to Finish) - Please provide a map depicting the proposed route and location of volunteers charged with crossing safety/traffic control Describe type of parade (Floats, walking, vehicles, horses, etc.): (**please enclose map**)

Event Insurance (Provide Copy): List the name of the company which holds your Event Insurance for \$250,000 filed with the City: Letter from Insurance Carrier acknowledging coverage:

