



TOWN HALL ADMINISTRATIVE OFFICES  
 2445 S. AFTON ROAD  
 BELOIT, WISCONSIN 53511-8666  
 PHONE: 608-364-2980  
 FAX: 608-364-2999  
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Special Event  
 Permit Application  
 Class 1 \$200.00  
 Class 2 \$100.00

- Please Review attached ORDINANCE NO. 5.11 SPECIAL EVENTS
- If additional space is needed, you may do so on additional sheets of paper
- Note: Cleaning/Damage Deposit may be required also at \$200.00/day (or a portion thereof)
- Permit Required 60 Days prior to proposed event and **A SITE PLAN SHALL BE REQUIRED**

Date(s) of Event:	
Applicant(s):	
Address:	City/ST/Zip:
Principle Contact and Phone#:	
Day/Hours during which Assembly is to occur:	
Event Location/Address:	Assembly Type:
List Activities:	
Site Capacity:	Anticipated Attendance:
Maximum Permitted to Attend:	
Crowd Control Plans:	
Plans for Supplying Potable Water:	
Sanitary Waste/Plans for Providing Toilet/Lavatory Facilities and Disposing:	
Solid Waste/Plans for Holding, Collection and Disposing of:	
Medical Services/Plans to Provide Medical Facilities:	
Lighting & Power/Plans to Illuminate the Location of Assembly:	
Plans for Parking Vehicles / Access:	
Security Plans:	
Plans for Fire Protection:	
Plans for Sound Control:	
Number of Amplifiers/Location and Power:	
Plans for Food Concessions:	
Names of Concessionaires:	
Plans for Camping Facilities if any(not allowed on Town property):	
Structures – any Temporary or Permanent (Fences/Party Tents) provide sizes and SITE PLAN:	

Proof of Liability Insurance must be provided.

By signing this application, I do swear and affirm that the statements contained herein are true and correct to the best of my knowledge.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_