

**CITY OF PRINCETON  
SPECIAL EVENTS APPLICATION**

**306 Main Street  
Princeton, Tx 75407  
972-736-6169 x24 Fax 972-734-2458**

**Title of Event:** \_\_\_\_\_

**Organization or Sponsor:** \_\_\_\_\_

**Responsible Party (1):** \_\_\_\_\_ **Address:** \_\_\_\_\_

**Phone:** (Bus) \_\_\_\_\_ (Res.) \_\_\_\_\_ (Cell) \_\_\_\_\_ (Fax): \_\_\_\_\_

**E-Mail:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_\_

**Driver's License Number:** \_\_\_\_\_ **State:** \_\_\_\_\_

**Responsible Party (2):** \_\_\_\_\_ **Address:** \_\_\_\_\_

**Phone:** (Bus) \_\_\_\_\_ (Res.) \_\_\_\_\_ (Cell) \_\_\_\_\_ (Fax): \_\_\_\_\_

**E-Mail:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_\_

**Driver's License Number:** \_\_\_\_\_ **State:** \_\_\_\_\_

**Type of Event:** \_\_\_Parade\_\_\_ March\_\_\_ Meeting\_\_\_ Event\_\_\_ Function\_\_\_\_\_

Other(Specify) \_\_\_\_\_

**Date of Event:** \_\_\_\_\_ **Start Time:** \_\_\_\_\_ **End Time:** \_\_\_\_\_

**Purpose/Nature of Program:** \_\_\_\_\_

**Route:** Beginning Point \_\_\_\_\_ Ending Point \_\_\_\_\_

Describe Route (Attach Map as necessary): \_\_\_\_\_

---

Anticipated Number of: Individuals \_\_\_\_\_ Vehicles \_\_\_\_\_ Animals \_\_\_\_\_

Describe Vehicles and Animals as necessary: \_\_\_\_\_

**Equipment/Sound Devices Used:** \_\_\_\_\_

Details of **Merchandise or Food** being offered or sold at Event: \_\_\_\_\_

---

**Describe parking provisions for the Event:** \_\_\_\_\_

---

---

**CITY OF PRINCETON  
SPECIAL EVENTS APPLICATION**

**306 Main Street  
Princeton, Tx 75407  
972-736-6169 x24 Fax 972-734-2458**

**Person Responsible for Clean-up (if different from Responsible Party):** \_\_\_\_\_

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

**Phone:** (Bus) \_\_\_\_\_ (Res.) \_\_\_\_\_ (Cell) \_\_\_\_\_ (Fax): \_\_\_\_\_

**E-Mail:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_\_

**Driver's License Number:** \_\_\_\_\_ **State:** \_\_\_\_\_

**Insurance: Applicant Requirements:** \_\_\_\_\_

**City name as Insured:** \_\_\_\_\_

\_\_\_\_\_  
*Applicant Signature*

\_\_\_\_\_  
*Date*

---

**FOR CITY USE ONLY**

**Date Application Sent to:**

Police \_\_\_\_\_ Fire \_\_\_\_\_ EM \_\_\_\_\_ Eng. \_\_\_\_\_ PW \_\_\_\_\_ Park \_\_\_\_\_

**Comments from Police, Fire, EMS, Engineering, Public Works and/or Parks:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
**Signed (Authorized Dept. Rep)** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Permit: Approved** \_\_\_\_\_ **Denied** \_\_\_\_\_ **Date** \_\_\_\_\_

**Authorized City Representative:** \_\_\_\_\_

**Applicant Notified Via** \_\_\_\_\_ **Date** \_\_\_\_\_ **Initials** \_\_\_\_\_