



## Special Outdoor Event Permit Application

Certain permits are required and mandated by the City of Douglasville are necessary for commercial filming.

### **Special Outdoor Events Application Section (A8.182 and A3.48):**

Name of person/business conducting event: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone#: \_\_\_\_\_

Location of Event: \_\_\_\_\_

Event Description: \_\_\_\_\_

Dates: \_\_\_\_\_ Times: \_\_\_\_\_

Will you have temporary stages, tents or amusement devices?      yes      no

Will there be any food trucks      yes      no

Please note the following requirements:

- A building permit is required for outside tents, stages, and amusement devices.
- Adequate parking and traffic maneuvering space must be located on the same property as the special event.
- Evidence liability insurance
- Signage proposed for the special event must be specified and approved as part of the permit approval.
- The City may impose special stipulations of approval, including but not limited to the requirement to hire adequate security personnel and other personnel to direct traffic.

Applicant's Signature \_\_\_\_\_ Date: \_\_\_\_\_

#### **Other Instructions:**

- Fee: \$50:00
- Please attach map of area being used
- Please attach the property approval from owner
- If you have tents, please attach Fire Retardant Certificate
- Only law enforcement officers of the City of Douglasville may be used as security

#### **Office Use Only**

**APPROVED**

**DISAPPROVED**

ADDITIONAL COMMENTS: \_\_\_\_\_

STAFF SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_