



City Clerk Department
Phone#: 309-434-2240
Fax#: 309-434-2802

Date:

Event Name:

Sponsoring Organization:

Contact Person:

Phone:

Address:

Event Date(s):

Time(s):

Nature of Event:

Event Scope: (Include anticipated parking restrictions, street closures, detours and other types of pedestrian and traffic control)

Will there be any tents or other temporary structures?

Will there be food prepared / served?

Will there be anything sold? If so what?

Will there be an admission charge?

Will there be any temporary seating?

▶ Please attach Certificate of Insurance naming the City of Bloomington as co-insured. Minimum of \$1,000,000 Individual and \$300,000 Aggregate for personal injury.

▶ Please return to the City Clerk a Minimum of 30 days prior to the event. 60 days if the event is planned for the downtown area.

DO NOT WRITE BELOW THIS LINE - OFFICE USE ONLY

Department Review Comments
(Review and return to the City Clerk's Office within 7 days)

Permits Required: