

February 28, 2020

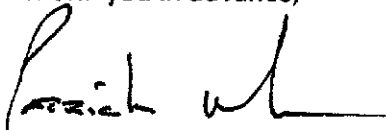
Board of Alderman
City of Sunset Hills
3939 South Lindbergh Blvd.
Sunset Hills, MO. 63127

Board of Alderman,

The Memories Car Club requests permission to hold car cruises at the Faith Community Center on the first Friday of the month beginning April through October.

We appreciate your consideration with this request. My contact number is 314.369.0619.

Thank you in advance,

A handwritten signature in black ink, appearing to read "Patrick Marz", with a long horizontal stroke extending to the right.

Patrick Marz
Memories Car Club
314.369.0619



SPECIAL EVENT REQUEST FORM
HOSTED BY OWNER OF PROPERTY

Site Plan Provided - A site plan of the property shall be attached to this form upon submittal

Name of event: Memories Car Club Cruise Date to be held: 1st Friday- April through October

Event Address Faith Church- HWY 30

Contact Person Patrick Marz Phone Number 314.369.0619

E-mail Address marz_patrick@yahoo.com

Day of week: Friday Time: 4 p.m. - 10 p.m.

Brief description of event: Car cruise and show for vehicles 1979 and older

Will music be provided at event? Yes Hours of music: 4 p.m. - 9 p.m.

Are tents to be erected? No Number of tents:

Indicate on site plan approximate location of tents to be erected

Any tent over 700 sf requires approval from the appropriate fire district

How many vendors will be participating in this event: 4

Will alcohol be served: No

Will there be signage required: No What type and location:

Indicate on site plan approximate location of signage to be erected

How many people are anticipated to attend this event: 500 - 2000

How will you address parking and site access: Sign at the entrance of the church directing cruise cars to their entrance and spectator cars to the parking lot.

Will there be temporary restrooms?

Indicate on site plan approximate location of temporary restrooms if applicable

How will security be handled? By club members and at times Sunset Hills has sent down officers to walk the lot.

How will traffic control be handled? Properly marked entrance and exits.

A representative must attend the meeting to answer any questions the Board of Aldermen may have
All tents and signage must be removed from premises within 24 hours of the event ending.

To be completed by City of Sunset Hills :

Board of Aldermen meeting date:

Any modification needed to existing license?

Will a certificate of insurance be required?