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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: St. Catherine A.J.H. Volleyball Tourney Date to be held: Oct 7th + 8th

Event Address: 13555 W. Watson

Contact Person: JACK Boeger Phone Number: 314-691-7720

E-mail Address: bogey5man@yahoo.com

Day of week: Anythin Time: Anythin

Brief description of event: Fundraiser Volleyball Tournament to support the 8th grade @ St. Catherine Catholic

Will music be provided at event? Yes Hours of music: 9am - 10pm

Are tents to be erected? Yes Number of tents: 2 small tents

Indicate on site plan approximate location of tents to be erected

All tents require Zoning approval

How many vendors will be participating in this event: 2 Food Trucks

Will alcohol be served: Yes

Will there be signage required: NO What type and location: N/A

Indicate on site plan approximate location of signage to be erected

How many people are anticipated to attend this event: 150 coming & going throughout the day

How will you address parking and site access: Volunteers directing traffic

Will there be temporary restrooms? Yes

Indicate on site plan approximate location of temporary restrooms if applicable

How will security be handled? An off-duty officer will be hired

How will traffic control be handled? Volunteers will direct traffic

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? _____