



City Special Events Application - Municipal Code Sec. 9 - 2018-10

AUTHORIZATION: Special Events must be approved prior to applying for the City Special Events Permit. Immediately following Special Event approval, a City Permit Application must be submitted to the City Recorder. By submitting this application, I hereby authorize the City of Maryville to use the personal information below to perform investigative background checks necessary to ascertain whether or not I meet the requirements for being granted a City Special Events Permit. **IMPORTANT:** please save this form to your computer, fill out and then save again to retain information/answers typed in. Before printing, in the print dialog box, under comments and forms choose Document and Markups.

APPLICANT INFORMATION: (CEO, Executive Director, or similar position)

\$100 Non-Refundable Fee Paid

Full name of applicant: _____

Social Security # _____ Primary Phone _____ Alternate Phone _____

Date of Birth ___/___/___ Place of Birth (City, State, Country) _____

Driver's License # _____ State of Issuance _____ Email Address _____
(Attach a Copy)

Applicant's present home address _____

Name of Approved Special Event: _____

Name of Organization/Sponsor Applying for Permit: _____

Tennessee State Sales Tax Number (if applicable): _____

Event Date ___/___/___ Location and address of event _____

EVENT PLAN REQUIRED:

- Include the following information and any additional information needed about the event – including setup and breakdown.
- Event Site Plan
- Beverage Boundaries
- Proposed Temporary Closures – public property, right of way, roads, streets, parking lots, etc.
- Security and Policing of Event
- Complete the attached list of proposed beer vendors and/or distributors including a copy of their respective valid beer permits

Applicant is responsible for contacting Blount County Clerk regarding their requirements at (865) 273-5900

I HEREBY SWEAR OR AFFIRM THAT THE INFORMATION IN THIS APPLICATION IS TRUE AND COMPLETE.

X _____
Signature of Applicant (or Authorized Corporate Officer)

Deliver completed form and payment to City of Maryville Business License Office