



4646 Dakota Street SE  
Prior Lake, MN 55372

---

## OUTDOOR EVENT PERMIT APPLICATION

---

1. Type of event:       Private                       Public

---

2. Date of event: \_\_\_\_\_

---

3. Time of event: From \_\_\_\_\_ To \_\_\_\_\_

---

4. Location/address of event: \_\_\_\_\_

---

### Section 1: Applicant

*All applicants complete this section*

5. Name \_\_\_\_\_  
*First Middle Last*

Ad-  
dress \_\_\_\_\_  
*Street City State Zip*

Home Phone: \_\_\_\_\_ Business  
Phone: \_\_\_\_\_

E-mail Ad-  
dress: \_\_\_\_\_

### Section 2: Band/Music

*All applicants complete this section*

6. Name of musical  
group: \_\_\_\_\_

Number of musicians: \_\_\_\_\_

Type of music and amplification for this event: \_\_\_\_\_

---

### 7. Person representing musical group

Name \_\_\_\_\_  
*First Middle Last*

Residence Ad-  
dress \_\_\_\_\_  
*Street City State Zip*

Home Phone: \_\_\_\_\_ Business  
Phone: \_\_\_\_\_

Place of  
Birth: \_\_\_\_\_  
*City County State*

Date of Birth: \_\_\_\_\_  
*Month/Day/Year*

---

### 8. Musical group's sound technician

Name \_\_\_\_\_  
*First Middle Last*

Residence Ad-  
dress \_\_\_\_\_  
*Street City State Zip*

Home Phone: \_\_\_\_\_ Business  
Phone: \_\_\_\_\_

Place of  
Birth: \_\_\_\_\_  
*City County State*

Date of Birth: \_\_\_\_\_  
*Month/Day/Year*

---

9. Describe steps to be taken to minimize the event's noise level:

\_\_\_\_\_

## Section 3: Private Events

*Applicants for private events must complete this section*

10. Number of people attending this event: \_\_\_\_\_

11. Reason for the event (*i.e. wedding reception, graduation party, etc*) \_\_\_\_\_

12. Number of vehicles expected in connection with this event: \_\_\_\_\_

---

### Parking:

13. Public parking lots in parks or downtown to be used: \_\_\_\_\_

14. Private streets or driveways to be used: \_\_\_\_\_

15. Public streets to be used: \_\_\_\_\_

16. Shuttle, valet, bus, or limo service to be used: \_\_\_\_\_

## Section 4: Public Events

Applicants for public events must complete this section

17. Number of people attending this event: \_\_\_\_\_

18. Type of event: \_\_\_\_\_

19. Number of vehicles expected in connection with this event: \_\_\_\_\_

---

### Parking:

20. Public parking lots in parks or downtown to be used: \_\_\_\_\_

21. Private streets or driveways to be used: \_\_\_\_\_

22. Public streets to be used: \_\_\_\_\_

23. Shuttle, valet, bus, or limo service to be used: \_\_\_\_\_

---

24. Is liquor, beer, or wine going to be served during this event?       Yes       No

25. Is liquor, beer, or wine going to be sold during this event?       Yes       No

If yes, under whose license? \_\_\_\_\_

26. As the promoter of this event, are you paying a fee for site use?       Yes       No

If yes, how is the fee determined and what is the amount to be paid and to whom?

---

27. List any persons, companies, groups or fund raising organizations directly involved with this event:

---

28. What are the financial responsibilities/relationships of the persons, companies, groups or fund raising organizations involved in the event?

---

29. Is there a cover charge or entrance fee for this event:       Yes       No      Amount: \_\_\_\_\_

30. Number of employees you will have present at the event: \_\_\_\_\_

31. List the security arrangements for the event (i.e. crowd control fences security personnel etc)





---

---

Sex:     Male     Female

Race:    White/Caucasion     African American     Hispanic     Asian     \_\_\_\_\_

---

Signature of Applicant

---

Date

**Section 8: City Manager's Comments**

---

---

---

License Approved:                     Yes     No

---

City Manager's Signature

---

Date