

Town of Danville Administration
49 N Wayne St, Suite 120
Danville, IN 46122
Phone: (317) 745-4180



SPECIAL EVENT/FOR-PROFIT PARTY APPLICATION

Minimum 30-Day Notice Prior to Event Date

Note:
For all questions or concerns
relating to special events, please
contact Blaine Rout in Town
Administration.
Email: brout@danvillein.gov
Phone: 317-745-4180 ext 1004

GENERAL EVENT INFORMATION

Event Name: Paddy's on the Square 5K and Pub Crawl
Event Location: 5K - Start and ends at 49 N Wayne Street. Map is attached.

Event organizer has permission of property owner to host this event on his/her property.
(Letter granting permission is attached/included.)

Event Date(s): March 17th Event Hours of Operation: 4pm to 10pm

Set-Up for Event: Date(s): March 17th Hours: 8am to 5pm

Dismantling Event: Date(s): March 17th Hours: 6:30pm to 8pm

Alternate Date (if applicable): n/a Admission Fee (if applicable): \$25, \$35, \$50

Estimated Attendance: 150-200 Private or Public Event: Public

Type of Event: (Check all that apply)

- | | | |
|---|--|---|
| <input type="checkbox"/> Festival | <input type="checkbox"/> Parade | <input type="checkbox"/> Car Wash for Fundraising |
| <input checked="" type="checkbox"/> Sporting Event/Run/Walk | <input type="checkbox"/> Arts and Craft Fair | <input type="checkbox"/> Circus |
| <input type="checkbox"/> Raffle | <input type="checkbox"/> Concert | <input type="checkbox"/> Grand Opening |
| <input type="checkbox"/> Carnival/Rides | <input type="checkbox"/> Fundraiser/Charitable Event- | |
| <input type="checkbox"/> Annual/Recurring Event | <input type="checkbox"/> Other, please describe: _____ | |

General Description of Event: Annual Paddy's on the Square 5K and Pub Crawl for the Town of Danville. 8am fountain dying, 5:30pm 5K that goes through park and other areas, and Pub Crawl.

ORGANIZATION INFORMATION

Sponsoring/Planning Organization: Danville Parks and Recreation

Organization is registered with the State of Indiana as a Non-Profit Organization

Address: 49 N Wayne St

Phone: 317-745-4180 ext. 5201 Email: jray@danvillein.gov

Web Site: DanvilleIN.gov/paddy

Event Manager: Jimmy Ray

Address: 49 N Wayne St

Phone: 317-745-4180 ext. 5201 Cell Phone: 317-646-9112

*Email: jray@danvillein.gov

Onsite Contact: Jimmy Ray Phone: 317-745-4180 ext. 5201

Address: 49 N Wayne St

Cell Phone: 317-646-9112 Email: jray@danvillein.gov

Permit No. _____ (to be completed by staff)

TOWN OF DANVILLE

Please check all that will apply to your special event. If you are unsure, please checkmark and add any necessary notes/comments.

- PROPOSED LAYOUT AND/OR ROUTE INCLUDED **(Mandatory)**
- SECURITY PLANS **(Mandatory)**
- TRAFFIC CONTROL/EMERGENCY EVACUATION PLANS **(Mandatory)**
- STREET CLOSURES (DPW)
- MUSICAL ENTERTAINMENT (Bands, DJ)
- OTHER ENTERTAINMENT (Rides, inflatables, etc.) _____
- MASS GATHERING (OVER 5000 PEOPLE)
- TENT(S) OVER 200 SQUARE FEET
- FOOD VENDOR(S)
- LIQUOR- SOLD OR GIVEN AWAY
- MERCHANDISE/CRAFT VENDORS
- COURTHOUSE LIGHTING (STRING LIGHTS)

Fees:

- \$100 Per Road - Street Closures
- \$200 Non-Refundable Fee - For-Profit Parties ****Only For Events That Charge For Admission****
- \$50 Non-Refundable Admin Fee

Total Assessed Fees: _____ (to be completed by staff)

The undersigned affirms under penalty for perjury that the answers, representations and information provided in this application are true and correct. Furthermore the undersigned agrees to abide by all ordinances and law regulating the described activities.



Signature

Jimmy Ray

Name Printed

Town of Danville Administration
Special Event/For-Profit Party Application

2/27/20

Date

Permit No. _____ (to be completed by staff)