

Town of Danville Special Event Application

Event Information

Event Name: The Hendricks County Authors Showcase

Event Location: S. Washington - Between Marion St. and Broadway St.

Event Date(s): 9/27/2025

Event Sponsorship

Sponsoring Organization / Individual: Downtown Danville Partnership

Contact Name: Tara Coburn

Phone Number: 719-680-0930



Email Address: danvillepartnership@gmail.com

Special Requests

(Examples: street closures, extra trash bins, police presence, stage setup, electrical access, etc.)

Will need 2 extra trash cans set out on S. Washington Street

 **Town of Danville |  Code Enforcement Room 205**

 317-745-4180 EXT 1004 |  nford@danvillein.gov

 49 N Wayne St, Danville, IN 46122

Special Event Application

Print Date

Cobourn, Tara

8/19/2025

Historical Danville Square

Event Name:

The Hendricks County Authors Showcase

Type of Event:

Inaugural literacy event

General Description of Event:

Local authors from Hendricks County and surrounding areas will be displaying and selling their books at this event. There will be time to chat with the authors, participate in a s scavenger hunt and win prizes.

Public/Private Event:

Public

Admission Fee:

FREE

Estimated Attendance

500

Organization:

Downtown Danville Partnership

Contact Person

Tara Cobourn

Contact Phone Number:

719-680-0930

Email

danvillepartnership@gmail.com

Event Location:

S. Washington Street (In front of the Authors' Patch)

Event Date:

09/27/2025

Event Time:

10:00 AM

Event End Time:

1:00 PM

Set-up Date:

09/27/2025

Set-up Time:

8:00 AM

Tear Down Date:

09/27/2025

Special Event Application

Print Date

Cobourn, Tara

8/19/2025

Historical Danville Square

Tear Down Time:

3:00 PM

Organization Information:

Sponsoring/Planning Organization:

DDP & The Authors' Patch

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

True

Event Manager:

Tara Cobourn

Address

49 N Wayne St Danville IN, 46122

Phone

(719) 680-0930

Email

danvillepartnership@gmail.com

Website:

www.discoverdowntowndanville.org

Onsite Contact:

Debbie

Phone

(317) 306-9844

Email

Please review the following checklist and mark all that apply to your special event. If uncertain, check the box and provide any relevant notes or comments.

Street Closures:

True

Trash Cans:

2 extra trash cans

Porta Potties:

Musical Entertainment:

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Historical Danville Square

Tents:

Merchandise/Craft Vendors:

Food Vendors:

Rides/Inflatables:

Courthouse lighting(String Lights) :

Electrical Power Access:

Alcohol Distribution (Sold or Provided):

How many Vendors:

30 authors already signed up

Event Add-Ons:

Picnic Tables:

Crowd Control Fencing:

Trash Removal Service:

True

Relevant notes or comments:

Will need 2 extra trash cans set out on S. Washington Street Road closure of S. Washington between Marion & Broadway (see map)

Describe Security Plans:

Map of proposed layout/Route

Authors-Showcase-Sept27-Road Closure Needs Map.pdf

Provide Traffic Control/Emergency Evacuation Plans:



Road Closure Request

Add-ons:
2 extra trash cans



Event: Hendricks County Authors Showcase

Date(s): Sept 27, 2025