AM CI



SPECIAL EVENT PERMIT APPLICATION

Submit application at least <u>30 days prior to the event</u>. The approval process can take up to thirty (30) days. Please plan with this time in mind when making commitments, advertising, etc. Please read PAGE 3 before completing this application.

EVENT INFORMATION	- EVENT ORGANIZER -
NAME OF EVENT:	Name: Christy Brock
Brock Block Party	Title: Brock Block Party
DATE(S) OF EVENT: Seot 28th & 29th	Organization: the Brock Family
TIME(S) OF EVENT: 8am-8 pm	Address: 1003 2nd Ave NE
EVENT TYPE:	
☐ 5K/10K Run—➤ Must call City Hall at 256-775-7104 re: route.	Phone Number(s):
□ Parade/Procession	Email Address(es): thebrockfam@icloud.com
□ Race/Ride	
□ Festival/Concert	- FOR ADMINISTRATIVE USE ONLY -
□ Protest/Picket/Rally-→Must call CPD (256-734-1434) for rules.	DATE SUBMITTED. September 17, 2024 8:35
X i Block Party	DEPARTMENTAL INITIAL REVIEWS
□ Other	MAYOR'S OFFICE
DESCRIPTION OF EVENT:	Approved X_ Conditionally Approved Denied
Celebration of baptism	Comments/Concerns:
	DocuSigned by:
	Nodemolo 09/17/2024
SIZE OF EVENT (Expected Maximum Attendance)	Ma ⁴³⁸ E ^{86A82D0945A} Date
X☐ Small Event (<500 persons)	POLICE DEPARTMENT
☐ Medium Event (500-5000 persons)	Approved _ X Conditionally Approved Denied
☐ Large Event (5000+ persons)	Comments/Concerns:
For large events, event safety and operational plans MUST be submitted with this application.	DocuSigned by:
TYPE OF PROPERTY TO BE USED: (Check all that apply.)	Brandon Patterson 09-17-24 Police 3919 584 Designee Date
☑ Public Street and/or Sidewalk	
☐ City Park/Recreational Facility	FIRE DEPARTMENT Approved X Conditionally Approved Denied
Parks/Recreational Facilities MUST be reserved through	
CPRST <u>BEFORE</u> submitting this application (see page 6).	Comments/Concerns: Pending signatures for street
Name of Park or Facility:	closure.
Name of CPRST employee who authorized use:	DocuSigned by: Darren Peeples/pg.17.2024 Fire Chief or Designee Date
	CPRST
Property Owner/Manager MUST authorize use of property.	X Approved Conditionally Approved Denied
Page 8 is provided for this purpose, if needed.	Comments/Concerns:
Name of Owner/Manager: Christy Brock Is the Owner/Manager's written authorization attached?	DocuSigned by:
_X_YESNO	Nathan Indurson CP RESTER PROJECT Designee Date
	CP R

Event organizer is responsible for coordinating and paying costs associated with any assistance needed from city departments upon event approval.

WHAT IS A SPECIAL EVENT PERMIT AND WHAT IS CONSIDERED A SPECIAL EVENT?

Special Event Permits are issued to individuals or organizations planning to hold special events within the Cullman city limits. A special event is an event involving: The closing and/or use of public roads, sidewalks, parks & recreational facilities, or other public property within the Cullman city limits or that involve amplified speaking/music or other types of excessive noise within the Cullman city limits, whether on public or private property. Other events may also fall under the category of "special event." If you are unsure whether your event qualifies as a "special event," contact the City Clerk's Office (see page 6).

PROCEDURE FOR OBTAINING A SPECIAL EVENT PERMIT

- 1. Completed, signed applications should be submitted to the City Clerk's office at least thirty (30) days prior to the event.
- 2. Your application will be reviewed by the City Clerk's office to verify that the application is valid and complete.
- 3. Your application will then undergo initial review by the Police Department, Fire/Rescue Department, CPRST, and Mayor.
- 4. Your application will then be added to an upcoming City Council meeting agenda. (Contact the City Clerk's office for the date and time of the City Council meeting at which your application will be considered see page 6 for contact info.)
- 5. Once your application is approved by the City Council, the Special Event Permit will be issued by the Mayor.

RULES & REGULATIONS REGARDING SPECIAL EVENTS



Applicant shall provide to the City detailed plans as required per City Ordinance to allow the City to evaluate and assure that the proposed event will not pose an unreasonable danger to public health and safety and will not excessively burden municipal resources without adequate planning so as to create such a danger. A site map for the event illustrating the location of any tents, stages, viewing platforms, port-a-lets, parking, waste receptacles, etc., shall also be provided.

- Use of city parks & recreational facilities MUST be authorized by CPRST (see page 6) prior to submitting this application.
- Events involving the sale and/or consumption of alcohol beverages require additional permits and/or licenses. You MUST contact CPRST (256-734-9157) prior to submitting this application.
- If you use property belonging to a third party, written authorization from property owner/manager is required (see page 8).
- If streets are closed for the event, you MUST attach written consent from all affected property owners/managers (see page 7) and ensure that adequate ingress & egress paths for fire, medical, & police emergency response is maintained.
- If your event is a race, run, or walk, you MUST contact the City Clerk's Office for the preferred route (see page 6).
- Events involving the use of vendors require additional permits and/or licenses from the City Clerk's Office (see page 6).
- If food trucks are used, food truck vendors MUST have a current inspection on file with the Fire Marshal (see page 6).
- Events involving loud noise or amplified music MUST conclude at 10PM, unless another time is approved by the City Council.
- Events involving pyrotechnics must be submitted 30 days prior to the event and you MUST contact the Fire Marshal for additional city and state requirements (see page 6).
- If assistance is needed from a city department, you MUST contact the department to coordinate said assistance (see page 6).
- You must contact local public safety officials and follow all local and state rules, regulations, ordinances, and adopted codes.
- You are responsible for costs incurred for city assistance (police/fire/EMT/telecommunicator services, barricades, etc.), unless otherwise noted.

RIGHTS RESERVED BY THE CITY OF CULLMAN

The City of Cullman reserves the right to:

- Approve any event subject to requirements and ordinances of the City of Cullman concerning public safety.
- Intervene if the application and/or planning of the event presents potential and significant traffic issues, public safety issues
 and/or excessive noise complaints, or any other issues/disturbances which have a high likelihood to occur based on the totality
 of the circumstances surrounding the event, or which do occur, and take appropriate measures to resolve these issues up to
 and including the revocation of any Special Event Permit issued.
- Revoke the Special Event Permit should the event organizer (or agents thereof) fail to abide by any of the special event rules, regulations, or agreements.
- Suspend or revoke any Special Event Permit should circumstances beyond either party's control change significantly enough to warrant said suspension or revocation.



SPECIAL EVENTS ARE NOT AUTHORIZED UNTIL: (1) THE CITY COUNCIL GRANTS APPROVAL; (2) THE EVENT ORGANIZER OBTAINS/SUBMITS ALL REQUIRED PERMITS/LICENSES/AUTHORIZATIONS; (3) EVENT ORGANIZER PAYS ALL REQUIRED FEES/COSTS; (4) THE SPECIAL EVENT PERMIT IS SIGNED BY THE EVENT ORGANIZER AND THE MAYOR.

	ENT LOCATION & ADDRESS (attach map or diagram):		
	live at : 1003 2nd Ave N.E.		
	want 10th street blocked off.		
	ease and Thank you!	\/E	X
1.	IS THIS A 501(c)(3) CHARITY EVENT?	YE	SNO
	If YES: Entity Name	501(c)(3) Number	
2.	ARE YOU REQUESTING THE CLOSING OF PUBLIC STREETS OR SIDEWALKS?	Y_	ESNO
	If event involves closing streets or sidewalks, you MUST have written approval of all pr affected by the closing. Page 7 is provided for this purpose, if needed.	operty owners/managers or	residents
	You MUST ensure that adequate ingress and egress paths for fire, medical, and police times; coordinate closely with local public safety officials; and follow all rules, regulation City of Cullman and the State of Alabama.		
	If YES, list streets/sidewalks to be closed (attach map or diagram).		
	10 Steeet from 1st Ave NE to 2nd Ave NE		
3.	WILL YOU REQUIRE THE USE OF CITY-OWNED BARRICADES?	XYE	SNO
	Event organizer shall be responsible for arranging use of city barricades and paying applica	ble costs (see page 6).	
4.	WILL YOUR EVENT INCLUDE AMPLIFIED MUSIC/SPEAKING OR OTHER EXCESSIVE	NOISE? YE	S X NO
	Events involving amplified music, speaking, or other excessive noise as defined by the	City's noise ordinance shall	conclude by
	10PM, unless otherwise noted. Complaints will be investigated by the Cullman Police D		,
	If YES, describe:		
5.	WILL ALCOHOL BE SERVED DURING THIS EVENT?	YE	S X NO
	If YES, you MUST CONTACT CPRST (256-734-9157) BEFORE SUBMITTING THIS A	PPI ICATIONI Also, any eve	ent involving
	alcohol require a minimum of two (2) police officers on site at the expense of the eve		ent involving
	Have you contacted CPRST concerning serving alcohol at your event?YES	NO	
6.	WILL YOUR EVENT INCLUDE FOOD OR DRINK VENDORS?	YE	S X NO
	Event organizer shall be responsible for obtaining all necessary permits, licenses, and perm		
7.	WILL ANY VENDORS BE USING FOOD TRUCKS AT THE EVENT?	N/A YE	ES X NO
	Food truck vendors are required to have a current inspection on file with the Fire Marshal's		
0		,	S X NO
8.	WILL YOUR EVENT INCLUDE VENDORS OF CRAFTS OR OTHER ITEMS? Event organizer shall be responsible for obtaining all necessary permits, licenses, and perm	YE	:5NO
			S X NO
9.	WILL YOUR EVENT INVOLVE PYROTECHNICS (fireworks, etc.)?	YE	.5NO
	Per City Ordinance, this application must be submitted to the City Council for approval 30 due the event planner is required to contact the Fire Marshal's office regarding additional city and		
		• • • • • • • • • • • • • • • • • • • •	,
10.	ARE YOU REQUESTING POLICE SERVICES <u>OR</u> ARE POLICE SERVICES REQUIRED?		
	If YES, how many are you requesting?	OFF DUTY POLICE RATES	3 PER HOUR
	Minimum of 2 officers required at events involving alcohol, at organizer's expense. Chief has final discretion on services & number of officers. * In the interest of health, safety & welfare of citizens	\$45.00* NORMAL RATE \$50.00* RATE IF ALCOHO	OL
		SERVED - MINIMUM 4 HOU	RS -
11	ARE YOU REQUESTING FIRE, EMT, OR TELECOMMUNICATOR SERVICES?	YE	S X NO
	If YES, how many are you requesting?		
	↑ Fire/EMT/Telecommunicator personnel provided at organizer's expense. Chief has final discretion on	\$45.00* NORMAL RATE	ES PER HOUR
	what services & personnel are required. AMBULANCE TRANSPORT NOT INCLUDED. * In the interest of the health, safety & welfare of citizens & attendees, rates for large ticketed events	\$50.00* RATE IF ALCOH	OL
	with 20,000+ attendees per day per site = \$55 (non-alcohol) & \$60 (alcohol) during event only, accounting for reasonable time prior to & after event.	SERVED MINIMUM 4 HOU	RS -
12.	WILL YOUR EVENT INVOLVE THE USE OF PORTABLE TOILETS?	YE	S X NO
	Event organizer shall be responsible for obtaining all necessary permits, licenses, and perm		
			S X NO
13.	ANY ADDITIONAL COMMENTS, INFORMATION, OR REQUESTS?	YE	S XNO

	necessary to request the streets to be closed for the requested 12 hours each day for two consecutive days?
he plan/timeline necessary	
at. 28th & Sun.29th	<i>,</i> .
am set up for party	
2- 6pm have party	
am all cleaned up and off tl	he street
	street during the requested times for the street to be closed?
lothing is planed to be plac	ced in streets. We would like it closed off so that adults and children can play games, ball or ride their bike/scoots
	8 pm, will the street be completely cleared for the road to be opened from 8 pm – 8 am?
Ve will set up and break do	own during those time and not need the street from 8 pm Saturday to 8am Sunday. And after 8 pm on Sunday.
	connected on that block on 10th Street, please print the Street Closing Approval for Special Event (Page 7) and his form giving their permission to have the street blocked for those time periods requested.
Good to know, I will get sign	
Ve can narrow the window	of time but if we could have that window that is what we want. If that is too odd, too much to ask or going to keep
com getting the permission	

EVENT ORGANIZER ACKNOWLEDGEMENT & SIGNATURE

BY SIGNING BELOW, I HEREBY ACKNOWLEDGE THAT:

- 1. I have read and completely understand the procedure for requesting a Special Event Permit, the rules and regulations regarding special events, and the rights reserved by the City of Cullman.
- 2. I understand and agree to abide by the afore-mentioned procedures, rules, and regulations as well as all other local, state, or federal rules, regulations, and laws that are applicable to my event.
- 3. I understand that it is my responsibility to contact the appropriate department(s) to coordinate any assistance that may be needed and that I shall be responsible for any costs that may be associated with any departmental assistance that is either requested by me or required by the City of Cullman.
- 4. I understand that it is my responsibility to contact the appropriate department(s) to ensure that any other applicable permits, licenses, or permissions are obtained; and that failure to do so will result in the revocation of any Special Event Permit issued.
- 5. I understand that submitting this application is not a guarantee that my special event will be approved; and I understand that my event is not fully approved until the City Council authorizes it, all requirements are met, all fees/costs are paid, and the Special Event Permit is signed and issued by the Mayor.
- 6. This application is complete and the information contained herein is true and correct to the best of my knowledge.

rd by: 绘	September 16, 2	2024 10:45 A	M CDT	
រីងប៉ែម៉ៃ of Event Organizer	Date			
isty Brock				
ted Name				
	/			
APPLICATION CHECK	KLIST			
I HAVE CONTACTED THE CITY CLERK'S OFFICE REGARDING RACE/F	RUN ROUTE.	XYES NO	O N/A	
I HAVE CONTACTED CPRST TO RESERVE A PARK OR FACILITY.		YES NO	A/NX	
I HAVE CONTACTED CPRST REGARDING ALCOHOL AT THIS EVENT (Q. 5).	YES NO	O XN/A	
I HAVE ATTACHED A DETAILED SAFETY PLAN AND SITE MAP.		X YES NO	O N/A	
I HAVE INCLUDED A MAP OF STREET CLOSINGS AND/OR RACE ROU	TES.	X YES NO	O N/A	
✓ I HAVE INCLUDED SIGNATURES OF PROPERTY/BUSINESS OWNERS/MANAGERS APPROVING STREET/SIDEWALK CLOSURES. (Q. 2) X YES NO NA				
I HAVE CONTACTED THE FIRE MARSHAL ABOUT THE USE OF FOOD	TRUCKS (Q.7).	YES NO	O XN/A	
I HAVE CONTACTED THE FIRE MARSHAL ABOUT THE USE OF PYRO	TECHNICS (Q.9).	YES NO	XN/A	
I HAVE INCLUDED WRITTEN AUTHORIZATION BY THE PROPERTY OF TO USE PROPERTY NOT BELONGING TO ME FOR MY EVENT.	/NER/MANAGER	YES NO	X _{N/A}	
I HAVE CONTACTED THE CPD FOR RULES REGARDING PROTESTS, F	RALLIES, ETC.	YES NO	XN/A	
		XYES NO	O N/A	
I HAVE READ AND UNDERSTAND THE RIGHTS RESERVED BY THE CI AS OUTLINED ON PAGE 4.	TY OF CULLMAN	XYES NO	O N/A	
	Interest of Event Organizer In sty Brock In the contacted the city clerk's office regarding race/fill in the contacted contacted contacted a detailed safety plan and site map. I have contacted contacted safety plan and site map. I have attached a detailed safety plan and site map. I have included a map of street closings and/or race rou I have included signatures of property/business owners/approving street/sidewalk closures. (Q. 2) I have contacted the fire marshal about the use of property of the contacted the fire marshal about the use of property of the contacted the fire marshal about the use of property of the contacted the contacted the fire marshal about the use of property of the contacted the contacted the seem authorization by the property of the contacted th	Interest of Event Organizer Interest of Event Organization Name (if applicable) Interest of Preserve Apart of Regarding Race/Run Route. Interest of Event Organization Name (if applicable) Interest of Event Organization Name (if applicable) Interest of Interest of Event Organization Race/Run Route. Interest of Event Organization Name (if applicable) Interest of Interest of Event Organization Race/Run Route. Inte	September 16, 2024 10:45 A Date Date Date	

INCOMPLETE APPLICATIONS CANNOT BE PROCESSED, SO PLEASE MAKE SURE THAT ALL QUESTIONS ARE ANSWERED AND ALL REQUIRED DOCUMENTATION IS ATTACHED BEFORE SUBMITTING.

You may be required to contact a department or agency regarding your permit. It is your responsibility to ensure that all applicable permits and licenses are obtained and to coordinate assistance through the appropriate department(s).

COSTS MAY BE INCURRED FOR SOME SERVICES FOR WHICH EVENT ORGANIZER SHALL BE RESPONSIBLE.

IF YOU'RE UNSURE ABOUT WHAT PERMITS/LICENSES/PERMISSIONS ARE REQUIRED, CONTACT THE CITY CLERK'S OFFICE.

CULLMAN CITY HALL

Phone: (256) 775-7109 Email:cityhall@cullmanal.gov

CITY CLERK'S OFFICE

For general permit procedure information; to obtain preferred race/walk/parade routes; to obtain permits/licenses for vendors; to submit payment for applicable fees and/or costs for services.

Location: Cullman City Hall

204 2nd Avenue NE Cullman, AL 35055

Phone: (256) 775-7109
Email: pleslie@cullmanal.gov
Web: cullmanal.gov/depts/admin

CPRST (PARKS, RECREATION, & SPORTS TOURISM)

To check availability of and reserve parks or recreational facilities; to obtain applicable permits for events involving alcohol consumption and/or sales.

Location: 703 2nd Avenue NE

Phone:

Cullman, AL 35055 256-734-9157

Email: info@cullmanrecreation.org
Web: www.cullmanrecreation.org

CULLMAN FIRE RESCUE | FIRE MARSHAL

For inspection of food trucks; to obtain applicable permits for pyrotechnics, fires, etc.; to request fire/EMT/telecommunicator services; to coordinate ingress/egress for fire/medical emergencies.

Location: 1920 Butler Street NW

Cullman, AL 35055 Phone: (256) 775-7186

Web: cullmanal.gov/depts/fire/

Email: hgriffith@cullmanal.gov (general)
Email: cchaffin@cullmanal.gov (Fire Marshal)

CULLMAN COUNTY HEALTH DEPARTMENT

To obtain applicable permits for the preparation and sale of food; to obtain applicable permits for the use of portable toilets.

Location: 601 Logan Avenue SW

Cullman, AL 35055 (256) 734-1030

Web: www.alabamapublichealth.gov/cullman

MAYOR'S OFFICE

To obtain the official Special Event Permit after City Council authorization and after all other requirements have been met.

Location: Cullman City Hall

204 2nd Avenue NE Cullman, AL 35055

Phone: (256) 775-7102 Email: lwest@cullmanal.gov

Web: cullmanal.gov/government/mayor

CULLMAN POLICE DEPARTMENT

To request police and/or traffic control services; to coordinate safety and traffic control; to be advised of applicable rules and laws concerning protests, rallies, etc.

Location: 601 2nd Avenue NE

Cullman, AL 35055 (256) 734-1434

Email: cullmanpd@cullmanal.gov Web: cullmanal.gov/depts/cpd/

CITY STREET DEPARTMENT

To coordinate the use of city-owned barricades for street and/or sidewalk closures.

Location: 69 Mitchell Road NE

Cullman, AL 35055

Phone: (256) 775-8441

Web: cullmanal.gov/depts/streetdept

LEGAL OFFICE

Phone:

For questions regarding permit rules & regulations or questions of a legal nature.

Location: Cullman City Hall

204 2nd Avenue NE Cullman, AL 35055

Phone: (256) 775-7105

Email: Isatterfield@cullmanal.gov

COUNCIL MEETING INFORMATION

City Council meetings are normally held on the 2nd & 4th Monday of each month at 7PM in the City Hall auditorium (unless otherwise announced). Meeting notices, agendas, & minutes are online at **cullmanal.gov/government/city-council/council-minutes**.

www.CullmanAL.gov

- PRINT ADDITIONAL COPIES, AS NEEDED -

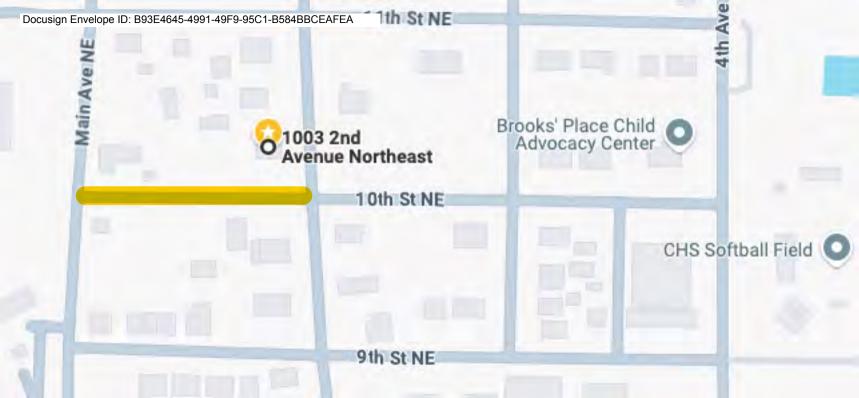
STREET CLOSING APPROVAL FOR SPECIAL EVENT

(Complete only if you are requesting the CLOSING of a street or streets for your event.)

STREET(S)/SIDEWALK	((S) REQUESTING TO	O CLOSE FOR EVENT:	
Event Organizer:	Phone:		
		Email:	
		Time(s) of Street Closing:	
			MANAGER(S) MUST BE COLLECTED TO SHOW ges, if necessary, or your own form):
Signature		Printed Name	Title
Business Name (if	applicable)	Business Address	
Phone Number	Email Address		APPROVE CLOSING?YESNO
Signature		Printed Name	Title
Business Name (if	applicable)	Business Address	
Phone Number	Email Address		APPROVE CLOSING?YESNO
Signature		Printed Name	Title
Business Name (if	applicable)	Business Address	
Phone Number	Email Address		APPROVE CLOSING?YESNO
Signature		Printed Name	Title
Business Name (if	applicable)	Business Address	
			APPROVE CLOSING?YESNO
Phone Number	Email Address	ADDITIONAL COPIES. AS N	

THIRD-PARTY PROPERTY OWNER APPROVAL

Event Organizer: Christy Brock	Phone: 256-636-4854	
Address: 1003 2nd Ave NE	Email: thebrockfam@icloud.com	
Date(s) of Closing: sept 28th-SEPT 29TH	Time(s) of Closing: 8AM-8PM	
Name/Description of Event: BROCK FAMILY BLOCK	PARTY.	
Location of Event: 10 STEET NE FROM 1ST AVE NE	E TO 2ND AVE NE	
I, THE UNDERSIGNED, AM THE OWNER/MANAGER AUTHORIZE THE EVENT ORGANIZER TO U	R/REPRESENTATIVE OF THE ABOVE-REFERENCED PROPERTY AND I USE SAID PROPERTY FOR THE ABOVE-REFERENCED EVENT.	
Signature	Printed Name	
Address		
Phone Number	Email Address	
I, THE UNDERSIGNED, AM THE OWNER/MANAGER/REPRESENTATIVE OF THE ABOVE-REFERENCED PROPERTY AND I AUTHORIZE THE EVENT ORGANIZER TO USE SAID PROPERTY FOR THE ABOVE-REFERENCED EVENT.		
Signature	Printed Name	
Address		
Phone Number	Email Address	
I, THE UNDERSIGNED, AM THE OWNER/MANAGER AUTHORIZE THE EVENT ORGANIZER TO U	R/REPRESENTATIVE OF THE ABOVE-REFERENCED PROPERTY AND I USE SAID PROPERTY FOR THE ABOVE-REFERENCED EVENT.	
Signature	Printed Name	
Address		
Phone Number	Email Address	
	R/REPRESENTATIVE OF THE ABOVE-REFERENCED PROPERTY AND I USE SAID PROPERTY FOR THE ABOVE-REFERENCED EVENT.	
Signature	Printed Name	
Address		
Phone Number	Email Address	



THIRD-PARTY PROPERTY OWNER APPROVAL

Event Organizer: Christy Brock	Phone: 256-636-4854
Address: 1003 2nd Ave NE	Email: thebrockfam@icloud.com
Date(s) of Closing: sept 28th-SEPT 29TH	Time(s) of Closing: 8AM-8PM
Name/Description of Event: BROCK FAMILY BLO	CK PARTY.
Location of Event: 10 STEET NE FROM 1ST AVE	E NE TO 2ND AVE NE
Education of Event.	
Signature Saug Elin	AGER/REPRESENTATIVE OF THE ABOVE-REFERENCED PROPERTY AND I TO USE SAID PROPERTY FOR THE ABOVE-REFERENCED EVENT. Lacry Elkip Printed Name Collman AL 3505 Larry . elvode yahw.com Email Address
	GER/REPRESENTATIVE OF THE ABOVE-REFERENCED PROPERTY AND I TO USE SAID PROPERTY FOR THE ABOVE-REFERENCED EVENT. Printed Name Printed Name AL 35055 GMayo 3250 gmail/com Email Address
A CONTROL OF THE PROPERTY AND ADDRESS OF THE PROPERTY ADDRESS OF THE PROPE	AGER/REPRESENTATIVE OF THE ABOVE-REFERENCED PROPERTY AND I TO USE SAID PROPERTY FOR THE ABOVE-REFERENCED EVENT. OVE Mayo 3250 g mail. com Enail Addiess 3250 g mail. com
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Signature	Printed Name
Address	
Phone Number	Email Address