

**EVENT PERMIT**  
**Loveland Police Department 810 East 10<sup>th</sup> Street, Suite 100**  
**Loveland, CO 80537**  
**PHONE (970) 962-2239 FAX (970) 962-2917**  
<http://lovelandpermits.cityofloveland.org>

Event Name or description: \_\_\_\_\_  
 Event Start Date: \_\_\_\_\_ Event End Date: \_\_\_\_\_  
 Event Hours: (For multiple day events, list date and hours for each day): \_\_\_\_\_

Location/address of event: \_\_\_\_\_ Inside city limits? \_\_\_\_\_  
 Duration: (Select one) One time Weekly Monthly Annual Other \_\_\_\_\_  
 Type of Event/Function: (Select one) Block Party Demonstration/Rally Parade Race Other \_\_\_\_\_  
 Estimated Attendance: Participants: \_\_\_\_\_ Spectators: \_\_\_\_\_  
 Description of event: \_\_\_\_\_

Name: First: \_\_\_\_\_ Last: \_\_\_\_\_  
 Organization Name: \_\_\_\_\_ Email address: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (Cell) \_\_\_\_\_ (Fax) \_\_\_\_\_

**Please answer the next series of questions. Your responses will assist us in determining if additional permits or reservations may be required from other city departments. Will your event have any of the following conditions or requests?**

<b>Alcohol be served at this event</b>	<b>Y</b>	<b>N</b>	<b>Road or parking lot closures</b>	<b>Y</b>	<b>N</b>
<b>Tents erected</b>	<b>Y</b>	<b>N</b>	<b>Temporary electrical power</b>	<b>Y</b>	<b>N</b>
<b>Fireworks</b>	<b>Y</b>	<b>N</b>	<b>Occur in a city park or the bike/hike trail</b>	<b>Y</b>	<b>N</b>
<b>Sales requiring a sales tax license</b>	<b>Y</b>	<b>N</b>	<b>Occur on or near school district property</b>	<b>Y</b>	<b>N</b>
<b>Live music or DJ</b>	<b>Y</b>	<b>N</b>	<b>Temp. signage announcing your event</b>	<b>Y</b>	<b>N</b>

**RELEASE AND INDEMNIFICATION:**

Permittee, in consideration of good and valuable consideration the receipt and adequacy of which is hereby confessed and acknowledged, shall defend, indemnify and hold harmless the City of Loveland, its officers, employees, agents and assigns, individually and collectively (the "City"), in and from all manners of actions, causes of action, suits compensation, debts, sums of money, accounts, reckonings, covenants, contracts, controversies, agreements, promises, variances, trespasses, damages, nuisances, judgments, expenses, executions, claims, slanders, libels, torts and demands whatsoever (including reasonable attorney's fees), in law or in equity, which may be imposed upon or incurred at any time by the City arising from, relating to, or caused by Permittee's online application for or receipt of an event permit, use of extra-duty police officers pursuant to an event permit, and/or access to public property in Loveland, Colorado pursuant to an event permit.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**INFORMATION BELOW IS FOR OFFICE USE ONLY – DO NOT WRITE IN THIS SPACE.**

Received by: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Application Action: Approved \_\_\_\_\_ Date \_\_\_\_\_ Denied \_\_\_\_\_ Date \_\_\_\_\_

Officers required	<b>Y</b>	<b>N</b>	Supervisor required	<b>Y</b>	<b>N</b>
Insurance Certificate required	<b>Y</b>	<b>N</b>	Route/event site map or traffic plan needed	<b>Y</b>	<b>N</b>
Clean-up deposit required. Amount: \$			Deposit returned date and amount:		

**Comments/Approvals:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Updated 7-26-10

**ALL REQUIRED PERMITS MUST BE APPROVED BEFORE THE EVENT.  
 THIS PERMIT IS VALID ONLY FOR THE DATE(S) AND TIME(S) SPECIFIED.**