



CITY OF BROOKLYN

7619 Memphis Avenue, Brooklyn, OH 44144
Phone 216-351-2133 Fax 216-351-5800

SPECIAL EVENT PERMIT

Fee: 50.00

PROPOSED SPECIAL EVENT ADDRESS: _____

DATE OF EVENT: _____ TIME OF EVENT: _____

Name of Applicant: _____

Address of Applicant: _____

Phone Number: _____ Cell #: _____ Email: _____

Owner of Property Name: _____

Address of Property Name: _____

Phone Number: _____ Cell #: _____ Email: _____

DESCRIPTION OF SPECIAL EVENT: _____

NAME OF PROPOSED SPECIAL EVENT: _____

Zoning for this location: _____

Explanation of alteration work planned for event: (include temporary electrical, displays, stages, etc.) Submit additional documents for proposed construction work. _____

Permanent business at this location: _____

Date _____

APPLICANT NAME: _____

SIGNATURE: _____

**Must submit with a drawing of a floor plan of the proposed special event.
And Drawing of plot plan showing number of parking spaces available.**

713.01 PERMIT REQUIRED.

(a) No person, corporation, firm or any other group of people acting individually or jointly shall sponsor or hold a public social function at which an admission fee is charged, directly or indirectly, or in which any consideration of any kind whatsoever is a prerequisite to gaining entrance, without first obtaining a permit from the Department of Public Safety and paying the fee therefore.

1501.06 FIRE SAFETY WATCH.

(a) A classified member of the Brooklyn Fire Department shall be on duty at all events in facilities that have a capacity or potential capacity of 400 people or more.