



**VILLAGE OF PENINSULA  
TEMPORARY ROAD CLOSURE - PERMIT APPLICATION**

Village Ordinance 7-2015

Please note that a non-refundable application fee of one hundred dollars (\$100.00) must be submitted with this form for consideration of a Village permit. A final permit fee, in addition to the application fee, will be determined based on the information you provide in this application. Application and permit fees can be paid in the form of cash or check (personal, business, or bank check).

**Event Name/Title:** \_\_\_\_\_

**Organizer Contact Information:**

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_

**Type of Event:**

- Community Event                       Non-Community Event (note: will require paid police coverage)
- Festival/Concert                       Parade                                       Run/Walk
- Political/Issue Rally                       Private party                               Other \_\_\_\_\_

**Event Date(s):**            Begins: \_\_\_/\_\_\_/\_\_\_ (mm/dd/yy)            Ends: \_\_\_/\_\_\_/\_\_\_ (mm/dd/yy)

If limited to specific day(s) of the week please indicate.

- Mon     Tues     Wed     Thu     Fri     Sat     Sun

**Event Time(s):**            Begins \_\_\_\_\_ (AM) (PM)            Ends: \_\_\_\_\_ (AM) (PM)

Begins \_\_\_\_\_ (AM) (PM)            Ends: \_\_\_\_\_ (AM) (PM)

**Additional information:** \_\_\_\_\_  
\_\_\_\_\_

**Submitted by:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

<b>FOR OFFICE USE ONLY:</b>		
Application Fee paid: Amount \$ _____	Check # _____	Circle if <b>CASH</b>
Received by: _____	Date: _____	Rev: 11-13-15



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**THE FOLLOWING IS FOR OFFICE USE ONLY**

Please check all who must review this application:

Village Authority		Approved?	
<input type="checkbox"/>	Mayor	<input type="checkbox"/> YES	<input type="checkbox"/> NO - Reason:
<input type="checkbox"/>	Fiscal Officer	<input type="checkbox"/> YES	<input type="checkbox"/> NO - Reason:
<input type="checkbox"/>	Zoning Inspector	<input type="checkbox"/> YES	<input type="checkbox"/> NO - Reason:
<input type="checkbox"/>	Chief of Police	<input type="checkbox"/> YES	<input type="checkbox"/> NO - Reason:
<input type="checkbox"/>	Chief of Fire Dept.	<input type="checkbox"/> YES	<input type="checkbox"/> NO - Reason:
<input type="checkbox"/>	Service Department	<input type="checkbox"/> YES	<input type="checkbox"/> NO - Reason:
<input type="checkbox"/>	Village Engineer	<input type="checkbox"/> YES	<input type="checkbox"/> NO - Reason:

Calculation of Permit Fee if approved:

# of closings \_\_\_\_\_ X \$125/closing = \$ \_\_\_\_\_

**NOTE: Permit Fee must be paid in full prior to issuing the final permit.**

Final Permit approved by:

Signature/Title: \_\_\_\_\_ DATE: \_\_\_\_\_

Permit Number Assigned: \_\_\_\_\_ Date Issued: \_\_\_\_\_

<b>FOR OFFICE USE ONLY:</b>		
Permit Fee paid: Amount \$ _____	Check # _____	Circle if <b>CASH</b>
Received by: _____	Date: _____	
		Rev: 11-13-15