



**TOWN OF LAFAYETTE
10-04.01 APPLICATION
FOR SPECIAL EVENT ON TOWN ROADS**

Nature / Name of Event: _____
Date(s) of Proposed Event: _____
Time(s) Event to be Held: _____
Location of Event {street(s)}: *Use additional pages if necessary.*

Applicant(s) Name: _____
Business/Organization Name: _____
Address of Applicant/Business: _____
City/State/Zip: _____
Phone: _____ 2nd Phone: _____
Driver's License or Business Tax ID # (required) _____
Date of Birth (if DL# given): _____

Address of Municipalities in which applicant has engaged in holding similar events in past 2 years:
Use additional or alternate pages if necessary.

Municipality Name: _____
Address: _____ Phone: _____

Municipality Name: _____
Address: _____ Phone: _____

Name and Contact Information of Person(s) in charge or present during event:

**As Petitioner, I understand and will abide by all of the requirements and restrictions
set forth by the Town Board of the Town of LaFayette, Walworth County, State of Wisconsin.**

Signature of Applicant

Date of Application

Please contact Town Clerk with any questions.

262.723.4321 or clerk@lafayettewcwi.gov

**TOWN OF LAFAYETTE
PERMIT APPLICATION FOR SPECIAL EVENT ON TOWN ROADS**

Application Fee: _____ (Payable to: Town of LaFayette)

Mail or Deliver to: Office of the Clerk-Treasurer
Town of LaFayette
N5573 Bowers Rd
Elkhorn WI 53121-4165

Date Received by Clerk: ____/____/____

This application must be filed with the Clerk at least sixty (60) days prior to the event to be held, allowing for sufficient time to add as an agenda item to the monthly Town Board meeting.

Please provide the following information. If necessary, as attachments to this application.

- 1) A detailed map of route.
- 2) A Certificate of Insurance.
- 3) Date(s) of proposed event.
- 4) Time(s) of proposed event.
- 5) Maximum number of people involved in the event:
Paid workers, volunteers, safety personnel, participants, other.
- 6) Any vehicle(s) with or without motors necessary used for the event
with a plan for parking.
- 7) Description of any temporary structures that may be erected and location.
- 8) Description of any fences, barriers, etc that may be used and location.
- 9) Description for collection and disposal of garbage and trash from the event.
- 10) Description of system and method to be used for supply, storage and
distribution of water and/or food.
- 11) Plan for fire protection, first aid facilities.
- 12) Plan for assistance of emergency personnel (fire dept, sheriff's dept, etc.)

Please provide any additional information that you may have that is not listed above.

Have you/your business/organization been convicted of a crime, statutory violation, or ordinance violation within the last five (5) years, the nature of which directly relates to this application?

☐ YES

☐ NO

If yes, description & dates on attachment(s):

☐ **APPROVED**

Any conditions may be listed separately.

☐ **DENIED**

Town Chair Signature

Date

Approved or Denied by a majority vote of the Town Board of the Town of LaFayette.