



## Event Details

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Does your event include any of the following?

Activity	Yes	No
<b>Sell and/or consumption of Alcohol</b>		
<b>Sell and/or consumption of Food</b>		
<b>Sell of crafts or goods</b>		
<b>Street or lane closures</b>		
<b>Police/Public Safety/Security</b>		
<b>Temporary shelters, tents, staging or other structures</b>		
<b>Open Flames or Pyrothenics</b>		
<b>Town staffing, resources, or equipment*</b>		

\*please be advised that some events may require reimbursement for town related expenses

## Event Description

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Please provide a general description and purpose of your event. Attach a simple diagram of event area with details of staging, fencing, booths, tents, walkways, entryway/exits, emergency response plan, etc. Providing this information will assist town staff in helping you to plan a successful event. Thank you!

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Signed by Primary Contact

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Date

Submit this application to Carrboro Recreation and Parks office at 100 N. Greensboro Street, or fax to (919)918-4475 or email to Dianah Alston-Sanders – [dsanders@townofcarrboro.org](mailto:dsanders@townofcarrboro.org)