

FACILITY USE APPLICATION

1. Name of Facility_____ Event Name_____
2. Date Requested_____ Time_____ to _____
3. Sponsoring Organization_____
- Address_____
- Contact Person_____ Contact Number_____
4. Concessions Yes_____ No_____
5. State in detail the nature of the event. Please use map to show location of event and its activities within the facility.

6. State in detail your traffic control plan. Please use map to show details.

7. How many people do you anticipate attending the event? _____
8. Will there be amplified music at the event? _____ (Not to exceed 90 decibels)
9. Certificate of Liability Insurance is required. Must be submitted to the Park and Rec. Department prior to the event.
10. If requesting Old Trace Park, then you must have a special events permit from the City of Ridgeland. Call the Mayor's Office for the details.

PERMIT WILL NOT BE VALID WITHOUT THE FOLLOWING SIGNATURES:

City of Ridgeland Special Events Permit
Or Rankin County Sheriff's Dept._____

Chief Perry Waggener of the Reservoir Patrol_____

P.R.V.W.S.D. Parks & Recreation Dept._____