CITY OF PRESCOTT RECREATION SERVICES – SPECIAL EVENTS
BUSINESS NOTIFICATION / BUSINESS APPROVAL SIGNATAURES

EVENT NAME:_____ **EVENT DATE(S):**_____

EVENT TIMES:_____ **STREET CLOSURE:**_____

EVENT ORGANIZER_____ **PHONE**_____

ALCOHOL: Y N **MUST BE SIGNED BY BUSINESS OWNER OR MANAGER ONLY** **Business must be given a site plan**

NAME OF BUSINESS	CONTACTED (DATE)	SIGNATURE OF REPRESENTATIVE	POSITION	APPROVE? (YES/NO) If No, Reason	SITE MAP RCV'D Y/N

Organizers must have business owner support when conducting special events in downtown Prescott. 75% approval is necessary for a permit to be issued. All businesses affected by any closure must be notified regardless of whether they approve of your event. The event organizer is responsible for informing Business owners of event approval.