



*For Office Use Only:*

**Permit Number:** \_\_\_\_\_

**ATTACHMENT L  
REAPPLICATION**

**REAPPLICATION FOR ANNUAL EVENT**

If you have received an approved Special Event Permit in 2015 or beyond, and you are applying for substantially the same event this year, you may simplify the application process by providing updated information on this form and attaching it to the front of the most recently approved permit.

**Event Name:** \_\_\_\_\_

**Application Date:** \_\_\_\_\_

**Prior Permit Number:** \_\_\_\_\_

**Event Date/Time:**

Setup                      Date \_\_\_\_\_ Time \_\_\_\_\_

Event Starts            Date \_\_\_\_\_ Time \_\_\_\_\_

Event Ends             Date \_\_\_\_\_ Time \_\_\_\_\_

Dismantle              Date \_\_\_\_\_ Time \_\_\_\_\_

Has the contact information for the Applicant / Event Organizer Changed? ☐ Yes ☐ No  
If yes, please attach updated page 6.

Is all other information provided in the attached previously-approved permit remaining the same? ☐ Yes ☐ No

If no, please describe the changes from the previously-approved application and attach relevant updated Attachment(s) and/or Site Plan(s).

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**Is current Certificate of Liability Insurance AND Additional Insured Endorsement attached?** ☐ Yes

Applicant agrees to submit, upon request of the City of Oberlin, any additional information required to evaluate this application and permit. Applicant certifies that all information contained herein and any other information submitted in support of this application and permit is true and correct to the best of their knowledge.

Applicant agrees that any false statement or material misrepresentation made in support of this application and permit is cause for denial of issuance of a Special Event Permit. Applicant also agrees that failure to adhere to the policies and procedures established by the City of Oberlin Codified Ordinances or any conditions or restrictions imposed upon the



permit by the Oberlin Police Department or any other City Department is cause for revocation of the Special Event Permit. Applicant further agrees the permit may be revoked at any time by any supervisor of the Oberlin Police Department or City Manager.

Applicant agrees to protect, defend, indemnify and hold the City of Oberlin, its officers, employees and agents (collectively, "City") harmless from any and all losses, damages, claims for damages, liability, suits, judgments, expense or cost arising from any injury or death to any person or damage to any property including all reasonable costs for investigation and defense thereof (including, but not limited to, attorney fees, court costs and expert fees) of any nature whatsoever arising out of or attributed to issuance of the Special Event Permit herein identified or the authorization thereof regardless of where the injury, death, or damage may occur, unless such injury, death or damage is caused by the sole negligence or willful misconduct of the City.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

## ROUTING FORM FOR DEPARTMENT APPROVAL

<b>Fire Department</b>	Approved By: _____	Date: _____
Comments: _____ _____		
<b>Police Department</b>	Approved By: _____	Date: _____
Comments: _____ _____		
<b>Public Works</b>	Approved By: _____	Date: _____
Comments: _____ _____		
<b>OMLPS</b>	Approved By: _____	Date: _____
Comments: _____ _____		
<b>Planning &amp; Dev. /Building Department</b>	Approved By: _____	Date: _____
Comments: _____ _____		
<b>Recreation Division (If Applicable)</b>	Approved By: _____	Date: _____
Comments: _____ _____		
<b>City Manager</b>	Approved By: _____	Date: _____
Comments: _____ _____		