



SPECIAL EVENT PERMIT APPLICATION

(PLEASE PRINT CLEARLY)

Permit ID # _____

Event Information

Event Type: _____

Location / Address of Event: _____

Date(s) of Event: _____ through _____

Event Operating Hours: _____ am / pm through _____ am / pm

Public Streets / Rights-of-way to be used: _____

Applicant Information

Applicant: _____ Phone: _____

Address: _____ City: _____ State: ____ Zip: _____

Email: _____ Alternate Phone: _____

The Building Official and Fire Marshall are hereby given the authority to make inspection of the event site at any time during the event and stop all activity not in conformity with this permit, the health and safety of the community or any laws of the State, Federal Government or City. No public street shall be permanently closed during such event. All emergency access must be maintained and separation shall be made with readily movable barricade devices. This permit shall become null and void on the last date and time specified on this permit. Future events shall require a new application and approval.

Signature: _____ Date: _____

Permits Division, P.O. Box 319, Leander, Texas 78646-0319
Ph. (512) 528-2752, fax (512) 259-0660, <http://www.leandertx.gov>

Office Use Only

Approved Rejected By: _____ Date: _____

Resubmitted and Reviewed

Approved Rejected By: _____ Date: _____

Comments:

Notifications:

Fire Department _____

Police Department _____

Street/Public Works _____

Notified by: _____

Permit fee: \$40.00

Site review (if applicable) \$50.00

Fire review (if applicable) \$50.00

Total fees: _____