

From: noreply@civicplus.com
To: [Crystal Griggs-Epps](#)
Subject: Online Form Submittal: Event Request Form
Date: Wednesday, November 21, 2018 10:32:18 AM

Event Request Form

All requests for the use of City Staff, services, utilities or the placement of a banner on City property must be approved by the Mayor and Council, prior to the use of the same. Please submit this Request to the City Clerk's Office two weeks prior to the meeting of the Mayor and Council; being placed on the agenda does not ensure approval of request. The Mayor and Council may assess fees for the use of City Staff, services, utilities, and property. The Mayor and Council meet the first and third Tuesdays of each month.

Date	11/21/2018
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CONTACT INFORMATION

Contact Person	William H. Bailey
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Name of Organization	Hapeville Exchange Club
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Mailing Address	P.O. Box 82562, Hapeville, GA 30354
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Telephone #:	
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Cell #:	
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Fax #:	Field not completed.
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E-mail Address	
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(Section Break)

EVENT INFORMATION

Name of the Event:	5K Run/Walk to Benefit Homeless K-12 Students
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Date of the Event:	April 13, 2019
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Location:	Event begins and ends on Claire Drive at Baseball Fields Concession Stand
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How many attendees?	100+
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Banner:	Yes
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If yes, where is the	At Start/Finish Line on Clair Drive
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banner to be placed?:

If placing a banner on City property, provide a description of the banner:

Approximately 2' X 6' white vinyl with black letters.

(Section Break)

CITY SERVICES:
(check all that apply)

City Staff

If requesting City Staff, please specify:

Police assistance along 5K Run/Walk route

(Section Break)

OFFICE USE ONLY

Field not completed.

Date Heard by Mayor and Council:

Field not completed.

Notice Sent to Applicant on:

Field not completed.

Email not displaying correctly? [View it in your browser.](#)