

PRELIMINARY EVENT CHECKLIST  
GENERAL INFORMATION GATHERING

Event Name: CAR SHOW (sponsored by Cortland Lions Club #524)  
Event Date(s) September 13, 2025  
Event Location Lions Den and Cortland Community Park.  
Event Duration 9:00 a.m. – 6:00 p.m.  
Date of Board approval \_\_\_\_\_  
Point of Contact Dan Black Phone No. (815) 751-5045

**Purpose and outcome:**

We will once again be partnering with the Lions of Illinois Foundation to host their annual Roar-In' Charity Car Show. The car show will be primarily in the baseball field at the park. Other related activities will be held throughout the day.

**Type of vendors anticipated?**

The Lions will have food and drink available as well as novelty items.

**Number of volunteers needed and assignments anticipated?**

All volunteers for management of the event will be provided by the Cortland Lions Club.

**Public Works level of involvement? Dates/times work for the department? Y / N**

Supplemental power supply may be required from the town.  
The Lions Club will coordinate with public works if necessary.

**Police Department level of involvement? Dates/times work for the department? Y / N**

We do not anticipate any necessity for police presence. We always encourage the Cortland Police Department to make a presence if available.

**Special needs to be considered.**

None required