

From: noreply@civicplus.com
Sent: Thursday, January 22, 2026 11:32 AM
To: clerk@jacksonmo.org; rbollinger@jacksonmo.org
Subject: Online Form Submittal: Special Event Permit Application

Special Event Permit Application

Applicant Information

All Special Event Permit Applications for events are to be filed at least fourteen (14) days prior to initial advertisement of the event. Events requesting use of the Leist Memorial Band Shell or pyrotechnics must be submitted at least thirty (30) days prior to the initial advertisement of the event. Submission of the application does not constitute approval of the permit. A permit will be issued to the applicant upon City approval.

Applicant Name	Dan Buckenmyer
Email Address	danbuckenmyer@gmail.com
Address	403 N NEAL ST
City	Jackson
State	MO
Zip Code	63755
Phone Number	5732256593
Business or Organization Name	Cruising Uptown Jackson / Revvin Rides Imaging
Event Contact Name	DANIEL BUCKENMYER
Event Contact Person Phone Number	5732256593
Event Contact Person Email Address	danbuckenmyer@gmail.com

Event Information

Event Name	Cruising Uptown Jackson
Is this a new event?	No
If no, previous event location:	Barton Square
Type of Event	Other
Other	Car Show/Cruise In
Event Description	Monthly relaxed car show/cruise-in on High or Barton
Anticipated Attendance	40-70 cars
Event Date	3/14/2026
Event Setup/Cleanup Time	4:00 PM - 8:30 PM
Event Time	5:00 PM - 8:00 PM

(Section Break)

Property/Location Information

Address	Barton Square and S. High Street
---------	----------------------------------

Event Activities and Organization

Answer "Yes" or "No" to indicate if any of the following will be part of the event.

Closure or blockade of city street(s)?	Yes
Description of street closure:	S. High Street 3/14, 5/9, 8/8, 9/19, Barton Sq/Main St (High to 61) 4/25, 6/20, 10/3
Outdoor loud speaker use?	Yes
Temporary electric power hookups needed?	Yes
Temporary water hookups needed?	No

Park band shell requested?	No
Alcoholic beverages sold by event organizers or participating vendors/sponsors/others?	No
Alcoholic beverages served at no charge by event organizers or participating vendors/sponsors/others?	No
Alcoholic beverages allowed as BYOB (Bring Your Own Beverage) with open containers?	No
Beer/wine garden?	No
Tents (excluding canopies open on all sides)?	No
Carnival rides, inflatable rides, or animal rides?	No
Animal shows, parades, displays or activities?	Yes
If yes, please specify:	Possible kids games and activities.
Temporary restroom facilities located on city street, sidewalk, park, or other city property?	Yes
If yes, name of firm:	Jackson Community Outreach Board
Private security?	No
Private trash disposal provided?	No
Food and/or beverage sales?	Yes
Merchandise sales and/or sales of services?	Yes

Pyrotechnics or fireworks? No

Required Documentation/Fees

1) Site Plan

For events other than those contained within a park pavilion - attach a detailed site plan for the proposed location showing all applicable event facilities and activities. Site plan should include the entire location to be utilized by the event and include:

- Requested street closure blockade locations.
- Emergency vehicle access (blocked streets require maintenance of an 18' wide fire lane containing no parked vehicles, trailers, stages, vendor booths, tents, etc. (Some temporary, lightweight tables and chairs may be allowed to encroach into fire lane, upon approval of the Fire Marshal.)
- Merchandise/service vendor locations (specific names of vendors not required on site plan)
- Food vendor locations (specific names of vendors not required on site plan)
- Location of rides and other attractions/activities, and all tent locations (vendor locations are assumed to possibly include pop-up canopies and are not required to be shown separately as tents).
- Stage locations/lighting plans/sound system locations.
- A complete list of all vendors selling merchandise, services, or food/beverage at the event, including their contact information.
- For parades and run/walks, a map of the entire route, staging area, starting and finish lines.
- Any other pertinent features of the event.

Site plan upload *Field not completed.*

2) For events including the sale of alcohol: *Field not completed.*

3) Only for events including the sale of alcohol:

A City of Jackson Temporary Caterer's or Picnic License for the sale of intoxicating beverages is required. Please submit the required \$10 license fee to the City Clerk's office along with the application for this license, if applicable. This license will be issued to the applicant/organization for the event.

4) Only for event applicants/organizations selling food, beverages, merchandise, or services at the event:

A current City of Jackson vendor's license is required for the organization, unless the organization is a non-profit corporation or the business already has a City of Jackson Business License. Please submit a completed City of Jackson Business License Application, Missouri Certificate of No Tax Due (<http://dor.mo.gov/tax/business/sales/notaxdue/>), and required license fee for application for this license.

5) For all events involving businesses, organizations, or not for profits, and for all events selling alcoholic beverages or providing alcohol free of charge: *Field not completed.*

Applicant Responsibilities

1. The applicant is responsible for maintaining lawful use of any location and/or facilities, and must report immediately to the Jackson Police Department any illegal activity or disturbance occurring at the event.

2. The applicant is responsible for the care of any city-provided barricades, utility equipment, and other city-provided items before, during, and after the event. Street barricades will be provided on site, and are to be set in place by the applicant no sooner than the beginning of the approved street closure time, and must be removed to the side of streets no later than the ending of the approved street closure time.

3. The applicant is expected to contact adjacent property owners and obtain their consent to any street closure requests which temporarily restrict access to any private property.

4. The applicant is responsible for restoring the area to a presentable appearance immediately upon the close of the event.

Site inspections may occur prior to or during the event by City staff. Failure to obtain the required permit and/or failure to abide by the conditions of an issued permit, or to abide by City ordinances or state or federal law may result in revocation of the permit and/or closure of the event.

HOLD HARMLESS AGREEMENT:

To the fullest extent permitted by law, applicant agrees to indemnify, defend and hold harmless the City of Jackson, its officers, agents, volunteers, lessees, invitees, and employees from and against all suits, claims, damages, losses, and expenses, including but not limited to attorneys' fees, court costs, or alternative dispute resolution costs arising out of, or related to the use of City's facilities, buildings, equipment or infrastructure under this agreement involving an injury to a person or persons, whether bodily injury or other personal injury (including death), or damage to property (including loss of use or diminution in value), but only to the extent that such suits, claims, damages, losses or expenses are caused by the negligence or other wrongdoing of applicant its officers, agents and volunteers, or anyone directly or indirectly employed or hired by the applicant or anyone for whose acts the applicant may be liable, regardless of whether caused in part by the negligence or wrongdoing of City and any of its agents or employees.

Signature: Daniel Buckenmyer

Date of Application 1/22/2026

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

