Special Event Council Request

Event Type: Check all that apply
Community Event
Fireworks
Parade
Festival
Fundraiser
Other: Steak cook off
Event Name: 3rd Annual Midwest Steak Challenge
Event Date & Time Oct 28 9 am-6pm
Location/Route: 318 4th ave

Contact Name & Organization:
Robert Rose SCA/VFW
Contact Phone:
8155178630
Contact E-Mail:
Rcrose5182@comcast.net
Alach dia Davaraga
Alcoholic Beverages
To serve alcoholic beverages at an event, a one-day license must be obtained from the City of Rochelle AND
the State of Illinois.
Special Event Liquor Checklist
Will alcoholic beverages be served or sold at the event? *
O Served/Sold
Neither
Name of business/organization providing alcohol:

If serving alcohol off premises of an establishment, complete required special event application for liquor sales and submit fee separately. Water & Electricity Electricity is available for Downtown Events at the Gazebo or Page Park. Please indicate if you intend to use: Page Park Gazebo Electricity not required/Utilizing different location A water connection is available at the Downtown Gazebo. Would you like water available for the event?	How will area where alcohol is served be contained and what security and ID meataken?	sures will be
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event?	Electricity not required/Utilizing different location	
Yes	·	vailable for the
	Yes	
No	No	

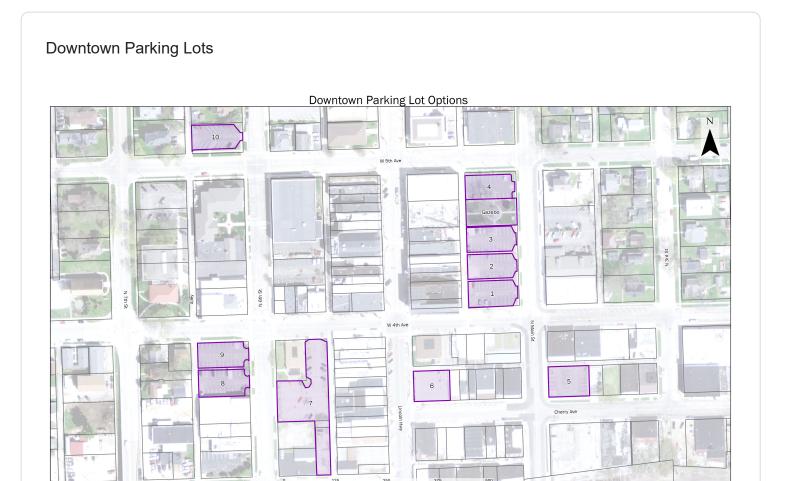
Street & Parking Lot Closures

Are parking lot closures requested?

Yes

No

City of ROCHELLE



Available Parking Lots

If so, which parking lots?
Spirited Square - Lot 1
Spirited Square - Lot 2
Spirited Square - Lot 3
Spirited Square - Lot 4
Downtown Lot - Cherry & Main Street (gravel lot)
Downtown Lot - Lincoln Highway & Cherry Avenue (RMU)
Downtown Lot - 4th Avenue & North Sixth Street - Lot 1
Downtown Lot - 4th Avenue & North Sixth Street - Lot 2
Downtown Lot - 4th Avenue & Museum Alley
Downtown Lot - 300 Block of North 6th Street
Downtown Lot - 5th Avenue & 6th Street
Is a street closure requested?
Yes
○ No
What intersections and/or streets are requested to be closed? 4th at main going east to the ally btw 2-3 st

Please upload a site drawing. Include barricade and street closure locations. *



Event Coordinators must agree to the following:

Please agree to the following: *



Agree to display Human

Trafficking Victim Information
Sheet as required by State law



Event coordinators are responsible for cleanup and trash disposal after events. I agree that a cleaning fee of \$500 may be assessed if extensive cleanup is required.



Insurance

REQUIRED Please upload Certificate of Insurance. Events on City property (including streets, parking lots, etc.) require a Certificate of Insurance for approval. Copy of Proof of Insurance naming the "City of Rochelle" as an additional insured including name and date of the event in the amount of \$1,000,000.00 in general liability, and if alcoholic liquor will be served/sold, liquor liability in the amount of \$1,000,000.00.



For Carnivals Only: Upload a Certificate of insurance showing proof of worker's comp and one with general liability

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